

AWARD ADMINISTRATION

The Ruth Lovell Murray Book Award will be administered by the National Dance Education Organization through a special committee structure chaired by the NDEO Advisory Board's Director of Research. Committee members shall include:

- (1) NDEO Advisory Board: Director of Awards;
- (2) *JODE* Editor, or the Editor's designee selected from the journal's executive editors;
- (3) A previous recipient of the NDEO *Outstanding Dance Education Researcher Award*.

Then, (4) after the award has been given the first time, the committee will expand to include membership of the previous year's recipient of The Ruth Lovell Murray Book Award, and so on in perpetuity.

The committee chair, with assistance from the NDEO office, will issue and disseminate the award's annual Call for Book Nominations on or before **January 15** of each year. [The award description and nomination procedures should be posted and made permanently available on the "Awards" page of the NDEO website and updated annually as needed.] Nominations will close on **March 15** of each year.

Review Process

In the event a committee member is associated with a nominated book as an author, co-author, contributor or editor, the member shall recuse themselves from review and discussion of that book. Each committee member will review nominated books as they receive them. Oftentimes, committee members will receive electronic versions of the book. It is critical that books receive reviews in a timely fashion; therefore, reviews must be submitted to the committee chair within four weeks of receipt of the book.

A scoring rubric will be utilized for the committee's use. Throughout the review period, the book award committee chair will record committee members' review scores as they are received. On or before **May 15** of each year, the committee chair convenes the committee electronically to review book submission scores and determine award recipient(s). Announcement of the award(s) should occur on or before **June 15** of each year.

Award & Recipient Selection

Because book-length publication in dance and dance education continues to grow exponentially each year, it is anticipated that the award committee may, in any given year, determine two exemplary texts that deserve the award, as well as the recognition that accompanies it. Therefore, at the discretion of the NDEO executive director and the committee chair, more than one book may receive the Ruth Lovell Murray Award in any one given year. It is recommended that awards *do not exceed three recipients* in one year.

In the future as NDEO develops additional book and publication awards and/or acquires planned gifts for such (e.g. "Author's first book award"; "Outstanding Dance Education Textbook"; "Best Dance Education Research article"), the number of annual recipients for the Ruth Lovell Murray Book Award may be revisited.