

## Resources for Completing the Nomination Form

Below are suggestions and resources for locating information to support the nomination of a member for the Lambda State Achievement Award. Please keep in mind that there is no one place to locate all of the information.

### At the State Level:

1. The Delta Kappa Gamma **Archives** is a valuable resource. This is housed at Illinois State University in Normal, IL.  
Dr. Jo Ann Rayfield Archives ~ Milner Library at Illinois State University. **By appointment only**  
2016 Warehouse Road  
Normal, IL 61761  
309-438-3546  
<https://library.illinoisstate.edu>
2. A valuable resource for accessing the Archives is the ILSO **Historian, Lou Ann Jacobs**. Her email is: [ljacobs363@aol.com](mailto:ljacobs363@aol.com). If she knows what information you are looking for and who the information is for, she will be glad to help by searching for the information requested. **She is the manager who is eligible to access the materials in the Archives, and the official accessor of the Archives.**
3. Contact the ILSO Executive Assistant ~ She can help with the State Directory.
4. Look for information regarding participation at the State Level in the Annual Reports given by ILSO committees at convention.
5. Look in previous State Convention programs.
6. **The Newscaster** is also a resource.

### At the Chapter Level:

1. Contact the chapter president, she could most likely help with:  
The chapter biennium history which contains a list of officers, committee chairs, and much more valuable information.

The chapter yearbook where the committee chairs, committee members, program presenters, and participants in various projects would be listed.

The biographical information held by her chapter.

2. Check with the school district where the nominee taught
3. Check for Coordinating Council participation if applicable.

#### At the International and Regional Level

The Executive Assistant and convention programs are resources for obtaining the following information:

1. International or Regional Offices held
2. International Committee Involvement
3. Graduation from the Golden Gift / *Ignite* Programs
4. Submission of articles in the publications of the Society