

# **OHIO ACADEMY OF HISTORY**

## ***HANDBOOK***

For:  
Executive Officers  
At-Large Representatives of the Executive Council  
Ex-Officio Officers  
Committee Chairpersons and Members

May 27, 2010

## PREFACE

The purpose of this *Handbook* for the Ohio Academy of History is to provide a guide to the role and responsibilities of each of the Officers, elected Representatives, and Committee Chairpersons of the Academy.

The *Handbook* originated in 2000, when Vladimir Steffel, former Secretary-Treasurer and President of the Academy, was serving as Editor of the *Proceedings*. He took it upon himself at that time to write what became the first of many drafts of the *Handbook*. Although it has been updated and revised several times in the last ten years to reflect the most recent decisions of the Executive Council and the recommendations of Officers and Committee Chairpersons, the major content of the document remains the same as what Vlady penned in 2000.

Several other Academy members have contributed significantly to the revisions of the entire *Handbook*, including former Presidents Bill Jenkins and Betsy MacLean, and former Secretary-Treasurer Ann Heiss. Jonathan Winkler, Chairperson of the Dissertation Award Committee, provided a new text for that committee and for the more recently created Junior Faculty Research Grant Committee. Thanks also go to President Jake Dorn, who carefully reviewed every part of this edition of the *Handbook*.

The 2010 edition is new in several ways. It is reorganized along lines that reflect the four administrative and organizational units of the Academy: (1) the Executive Council Officers and At-Large Representatives, (2) the Ex-Officio Officers, and the two groups of committees, (3) the Prize Committees, and (4) the Standing Committees. The committees have been separated for the first time into the two categories that reflect their primary, and equally important, functions in the Academy. Finally, as a means of highlighting what is common to the role of each office or committee within each of the four units, their "Common Responsibilities" are listed in the Introduction to each of the four sections of the *Handbook*.

This Preface and Table of Contents and all four sections of the *Handbook* are available on the website of the Academy, at <http://www.ohioacademyofhistory.org>.

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