



# **FELLOW SELECTION PROCEDURES**

## **Approved by ION Council January 29, 2012**

### **1.0 Introduction**

The Fellow grade of ION membership was established to honor individuals who have made sustained contributions to the advancement of navigation and/or to the Institute.

### **2. ION Affiliation**

Election to Fellow Member will be restricted to either current or former ION Members. Former ION Members, if elected, would be non-voting Fellow Members. ION Fellowship will not be awarded posthumously.

### **3. Honorary Fellow**

The Council authorizes the creation of Honorary Fellows for non-members of the Institute. Members of other national institutes of navigation are considered in this category. This membership level shall be a non-voting designation intended to honor outstanding performance by non-members of the ION. Honorary Fellowship will not be awarded posthumously. The total number of Honorary Fellows will be limited to no more than one for every 10 authorized Fellow Members, rounded up to the next integer.

### **4. Basis for Nomination**

An individual may be nominated for selection as a Fellow Member or Honorary Fellow on the basis for his/her distinguished sustained professional contributions to the advancement of the technology, management, practice and teaching, of the arts and sciences of navigation, and/or for lifetime contributions to the Institute. The intent is to select Fellows for sustained contributions, rather than specific accomplishments, for which other awards are more appropriate.

### **5. Number of Fellows**

It is the intent of the ION to honor Fellows during their lifetime. The quota for election will be set at 0.1% per year of the total number of professional members and corporate designees, rounded up to the next integer value. This means that the Council will be authorized to elect up to three individuals per year if the Professional Membership of the Institute is from 2000-3000 members, four individuals per year if the membership rises from 3001 to 4000, and so forth.

### **6. The Fellow Selection Committee**

#### **6.1. Fellow Selection Committee Chair**

The Chair of the Fellow Selection Committee shall be selected annually by the Council, according to the recommendation of the Executive Committee.

## **6.2. Other Members**

The Chair shall select five or more members to serve on the Selection Committee. The committee membership will be limited to previously selected Fellows. The Selection Committee membership roster shall be presented to the Executive Committee for approval at least one month prior to the October 15<sup>th</sup> deadline for nomination submissions.

## **6.3. Evaluation Criteria**

### **Primary Factors**

A. Sustained professional contributions to the advancement of the arts and sciences of navigation in one or more of the following areas:

- Technology
- Management
- Practice
- Teaching

It is desirable to maintain a balance of professional backgrounds in the selection of ION Fellows. This includes Fellows that come from industry, government and academic backgrounds. Special consideration should be given to practitioners and technologists in both industry and government, as well as science and technology managers in industry and government. It should be recognized that professionals from academic backgrounds are more likely to have a greater number of publications than other professionals, but contributions to the art and science of navigation are also evidenced by breakthrough designs, products and demonstrated leadership and management skills.

B. Supporting Letters: A minimum of three, and no more than five, one-page supporting letters shall be submitted with the nomination form

C. Papers published at ION conferences. Recognizing that ION has only started holding classified sessions within the past decade, consider references to classified reports/papers if identified on the nomination form.

D. Awards received from ION or other navigation-related awards

E. Number of years working in navigation

### **Secondary Factors**

A. Level of volunteer participation and service to the ION (Positions Held)

B. Level of participation in ION conference organization (Program Chair, Track Chair, Session Chair)

C. ION membership (how long)

#### **6.4. Voting**

A Nominee must receive votes from a two-thirds majority of the voting members of the Selection Committee if it is to be endorsed for action by the Executive Committee. If a nomination or letter of recommendation for a Fellow candidate is submitted by a member (or members) of the Selection Committee, those members must recuse themselves from voting for that nominee. The selections shall be presented to the Executive Committee by January 10<sup>th</sup> to be submitted to the Council for approval at the January Council Meeting. Council approval requires a two-thirds majority of the voting members of the Council.

#### **7. Nominations**

Only active ION members may submit nominations and they may not nominate themselves. All nominations must be in conformance with ION award nomination guidelines as outlined in the ION Fellow Nomination Form and must be received in correct form by October 15<sup>th</sup>. To be considered for the following year, nominees not selected in the current year must be resubmitted.