

# Nomination to Fellowship of the AES

## Policy

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## Nomination to Fellowship of the AES policy

### BACKGROUND

During the more than twenty-five years of its existence, the Australian Evaluation Society has had a number of very distinguished members who have made significant contributions over a period of years both to evaluation and to the AES. Many have won AES awards, but this recognition is often limited in time and often relates to only a part of their contribution.

Those members who have made a long term and wide ranging contribution to the AES and the field of evaluation are recognised by the Society through a special category of membership called 'Fellow'. This is a positive step towards enhancing the professionalism of the Society. It is also in the Society's interests to maintain an ongoing and mutually beneficial relationship with these individuals who are recognised leaders in the field of evaluation.

This policy creating 'Fellow' as a category of membership has been developed in the light of these considerations and with reference to the policies and practices of other relevant organisations including the Canadian Evaluation Society.

### PURPOSES AND BENEFITS OF THE FELLOW CATEGORY OF MEMBERSHIP

The purposes of establishing the Fellow category of membership encapsulate mutual benefits for the AES and its Fellows. The purposes are to:

- Acknowledge past achievements and contributions of the Society's most esteemed members by honouring those members with an enduring title and enhancing the Society's image as a professional body.
- Encourage and facilitate continuing contributions by those members to the achievement of the aims of the AES.

Specific benefits which are likely to accrue from having Fellows are for the Society and individual Fellows, respectively, as follows:

#### For the Society

- Access to a formal group of members with outstanding expertise and experience in evaluation upon which to draw for advice, professional contributions and special activities (see roles of Fellows).
- Promotion of the AES through the work of the Fellows and the recognition of the AES
- Through Fellows' use of the letters FAES after their name.

#### For the Individual Fellow

- Recognition of significant achievement, service, prominence in evaluation and exemplary contribution to evaluation.
- An enhanced status within the AES and within the evaluation community, including use of the letters 'FAES' after one's name.

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### **DURATION OF FELLOW MEMBERSHIP FOR INDIVIDUALS**

Once elected as a Fellow, the individual retains that status and entitlement to use the letters FAES after her/his name in perpetuity unless the person resigns from the AES prior to retirement or the Board decides that the honour should be withdrawn. The Board may make such a determination in the event that the individual has seriously dishonoured the AES, its professional image and/or the achievement of its objectives, or debased the status of AES Fellow. That determination should be made on the basis of a recommendation by the Executive, with advice from Fellows through the Fellows Committee and passed by at least a two thirds majority of the Board.

It is acknowledged that there will be occasions during a Fellow's working life and following retirement from paid employment that a Fellow's active contribution to the achievement of AES aims may need to diminish and that there may come a time when a Fellow is no longer able to make an active contribution. A Fellow would advise the Board of these circumstances and would then become an inactive Fellow.

Upon retirement, a Fellow may opt to no longer be approached for active service. However, it is expected that for some Fellows, the period of retirement may be one in which they would like to increase rather than decrease their active involvement as a Fellow. The choice will be a personal one.

### **MEMBERSHIP FEES FOR FELLOWS**

Fellows will pay the full individual membership fee of the Society as do other AES members and will similarly be entitled to concessions that are available to other members.

### **NUMBER OF FELLOWS**

Given that the membership category of Fellow is one given in perpetuity there will be no limit on the total number of Fellows at any one time. There is also no arbitrary limit to the number of Fellows recommended or appointed each year. However, the low rate of recruitment of Fellows, the eligibility criterion of a minimum of 10 years of membership, and the effects of attrition of active Fellows should combine to limit the number of active Fellows. The number of Fellows who continue to be active Fellows will vary from time to time as indicated above.

The AES Office will keep a current record of all those who have been appointed as Fellows including a list of those who have opted to no longer have an active role. Under normal circumstances this list of inactive Fellows will be limited to those who have retired or who are no longer actively involved in evaluation.

### **RELATIONSHIP TO AES BOARD AND CONSTITUTION**

The AES Constitution allows for the designation of membership categories and the formation of groups of members within the Society, respectively. Fellows have no official powers under the constitution and have no special voting rights other than as members of the AES.

Individual Fellows may, from time to time, be requested by the Board to carry out functions on its behalf and to participate in Board meetings. However, their Fellow status does not give them an entitlement to attend Board meetings.

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An enduring responsibility of the collective of Fellows will be to participate in managing matters relating to Fellows and to provide advice to the Executive and Board concerning matters relating to Fellows, including the selection of Fellows.

### MANAGEMENT OF MATTERS RELATING TO FELLOWS AND THE FELLOWS COMMITTEE

A Committee will be formed every two years at the AES annual conference to manage matters relating to Fellows. The Committee will comprise:

- Three AES Fellows each elected from amongst active Fellows for a two year term, subject to ratification of the election results by the Board.
- One AES Board member appointed by the Board for a two year period.
- One representative of regions appointed by the Board for a two year period.

The Fellows Committee will elect a Chair from amongst its members and that person will take over the role of Chair for the following year.

The Chair of the Fellows Committee will be the main conduit for communication between the Committee and the Board. The Fellows Committee is not regarded as 'committee' as outlined in Sections 38 and 39 of the AES Constitution.

The responsibilities of the Committee are to:

- Manage nominations including:
  - call for nomination (with assistance from AES Office).
  - review of nominations
  - recommendations to the Board concerning the appointment of Fellows.
- Develop a plan of activities for Fellows for the coming year and in the longer term when appropriate. Typically, the plan would be reviewed by all Fellows and the Board and approved in principle prior to presentation and ratification at the Board meeting associated with the AGM. The plan would identify possible activities under the various categories identified in 'Roles of Fellows'. Any activities with budgetary considerations would need to be put to the Board for conditional approval prior to the AGM.
- Manage, monitor and report on implementation of the plan to the Board and to all Fellows semi-annually and to the AES membership at the AGM.
- Organise Fellows' activities at the Annual Conference.

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### NOMINATIONS OF FELLOWS

#### Processes

Names of proposed recipients will be sought annually from those eligible to submit names:

- Current Board Members, Committee Chairs and Regional Representatives. Regional representatives are encouraged to seek nominations from the wider membership.
- Past office bearers
- Fellows.

Nominations should be endorsed by two eligible members and should include sufficient information (up to about 1 page or each substantive criteria) to make a strong case for the appointment as a Fellow taking into consideration the selection criteria. The nominee may be approached for information. Individuals should not promote their own case to become a Fellow.

Nominations should be sent electronically by the end of April each year to the [AES Office](#). AES Office will check the nominations to ensure that they meet the minimum eligibility criteria (see criteria) before sending the nominations to the Fellows Committee.

The Fellows Committee will review the nominations in the light of the key criteria relating to contributions to evaluation and to the Society and will make its recommendations to the AES Board. The timing of these deliberations should allow the Fellows nomination process to fit with the consideration of nominees for the ET&S Award, and other awards if appropriate.

Following its acceptance of a recommendation to appoint a Fellow, the Board will notify successful nominee(s), inform them about the nature of the Fellow category of membership and invite them to attend the induction at the next annual conference.

#### Criteria for appointment of Fellows

##### Eligibility criteria

- Current membership in the AES and at least a total of 10 years of membership, although not necessarily continuous.
- Current members of the Board are not eligible to be nominated as Fellows while in office or for one year after leaving office.
- Source of nomination is consistent with the policy (see 'Processes' above).
- The nomination includes supporting information in relation to the eligibility criteria.

##### Substantive criteria relating to prominence in teaching, research and practice within evaluation

Nominees, having met the four screening criteria, should also have achieved prominence and conspicuous continuous involvement in relation to three or more of the following criteria, including at least one from Group A and one from Group B.

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### **A. Contributions to evaluation**

1. Contributions to the body of knowledge and research concerning evaluation.
2. Contributions to the practice of evaluation and its utility to the community.
3. Contributions to the field of evaluation through education and training, mentoring, writing or speaking on professional issues.
4. Significant long-term evaluation related service to an industry, other professional organisation, community, public or not for profit organisation.

### **B. Contributions to the AES**

5. Promotion of the Aims of the AES and/or facilitating those Aims including the welfare of the AES. This may be limited to a particular but significant part of the Society's activities.
6. Fostering links between the AES and other professional organisations.
7. Long term service to the Board of the AES or a regional group of the AES.

Nominees who meet three or more criteria as outlined above shall be recommended to the AES Board. The Board has the final decision. Nomination alone does not guarantee that the candidate will be successful.

### **Advice to nominees and nominators**

The Board will notify successful nominee(s), inform them about the nature of the Fellow category of membership including the general expectation that the Fellow will continue to support the AES through being involved in and contributing to its activities and invite the person(s) to attend the induction at the next annual conference. Acceptance of the invitation to become a Fellow constitutes an implicit acceptance of the obligation to support the AES to the extent and in the ways which the individual is best able to do so.

The AES neither publishes the names of unsuccessful nominees nor notifies unsuccessful nominees. The Board does, however, strongly encourage re-nomination of outstanding but unsuccessful members in future years and may encourage the nominator to consider nominating the person for one of the AES Awards. The Fellows Committee will notify nominators of unsuccessful nominations with feedback on why the nomination was unsuccessful.

## **CHANGES TO THE POLICY**

The Policy was reviewed in 2017. Changes to the policy shall be discussed with the Fellows, and Fellows may through the Fellows Committee suggest changes to the policy. Ultimately any changes to the policy remain the responsibility of the Board.