



**The Combustion Institute**

5001 Baum Boulevard, Suite 644

Pittsburgh, Pennsylvania 15213-1851 USA

Ph: (412) 687-1366

Office@CombustionInstitute.org

Fax: (412) 687-0340

CombustionInstitute.org

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## **The Fellows Program of The Combustion Institute**

### **Fellows of The Combustion Institute**

Certain members who have made outstanding contributions to the discipline shall be designated as Fellows of The Combustion Institute. This is a lifetime honorific title that confers no special rights, privileges or duties. The election of new Fellows will be announced and a list of Fellows shall be maintained on The Combustion Institute web site. Newly elected Fellows will receive a certificate, and at each International Symposium on Combustion there will be a recognition of Fellows elected since the last Symposium.

### **Goals of the Fellows Program**

The goals of the Fellows Program are:

- To honor members who are recognized by their peers as distinguished for their contributions to combustion research and technologies.
- To help make members of The Combustion Institute more competitive for awards, honors and promotions when they are being compared with people from other disciplines.
- To support the advancement of members of The Combustion Institute to leadership positions in their own institutions and in the broader society.

### **Eligibility**

Any member in good standing who has been an active participant in The Combustion Institute over at least the past five years (as evidenced by publishing papers in journals associated with The Combustion Institute, by attendance at the International Symposium on Combustion and/or in Section meetings) is eligible for election.

## **Criteria for Election**

The primary criteria for election are the quality, significance and impact of the nominee's work in combustion, whether it be in research or in applications. Service to The Combustion Institute and to the broader community should not be considered except to break ties.

## **Fellows Selection Committee**

The Fellows Selection Committee is charged with evaluating the nominees and to select the Fellows.

The Fellows Selection Committee shall consist of 12 members appointed by the President in consultation with the Executive Committee to serve staggered three-year terms. Except for the initial committee, all members of the committee shall be Fellows. Members of the initial committee shall belong to one of the categories specified in Appendix A, with four having one-year terms, four having two-year terms, and four having three-year terms.

The Fellows Selection Committee shall work to the best of its ability to elect the most deserving nominees, without regard to their nationality or country of residence.

The committee shall report to the President with a list of the nominees selected for election. The President shall accept this list provided that all selected nominees meet the eligibility requirements and that the appropriate procedures have been followed. The President shall announce the election of new Fellows.

At the end of the first election cycle, the committee shall report to the Board on the functioning of the Program. This report may include suggestions for improvements.

## **Automatic Initial Fellows**

In the first year of the program, Fellowship shall be conferred automatically on a number of members whose previous levels of recognition place them clearly among the members that the Fellows Program intends to recognize. An obvious example is Gold Medal recipients. The full list of those eligible to be Automatic Initial Fellows is given in Appendix A, where more details are given on the related procedures.

## **Number of Fellows Elected**

There will be a number of Fellows elected each year. In the first 5 years of the program, the number to be elected shall be no more than 1.0%,<sup>1</sup> 0.9%, 0.8%, 0.7%, 0.6%

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<sup>1</sup> This number of Fellows to be elected in the first year is in addition to the Automatic Initial Fellows.

respectively, of the non-student members of the Institute.<sup>2</sup> Thereafter the number to be elected each year shall be no more than 0.5% of the non-student members. Furthermore, in any year, the number to be elected shall be no more than two-thirds of the number of nominations under consideration.

The maximum number to be elected each year shall be determined (according to the above formula) by the President who shall inform the chair of the Fellows Selection Committee. The committee may elect fewer than the maximum allowed number of Fellows if, in its opinion, there are insufficient suitable nominations.

### **Nomination Procedure**

There will be an annual call for nominations at least three months before the deadline for receipt of nomination packages. The nomination of an eligible candidate may be made by a nominator and two supporters, all of whom must be members of The Combustion Institute.<sup>3</sup> Self-nominations are not accepted. No member of the Fellows Selection Committee should act as a nominator or as a supporter.

Section Chairs should be proactive in ensuring that appropriate members of their Section are nominated. At the time of the Call for Nominations, the CI office will remind Section Chairs of this obligation.

The nomination package must be submitted as a single PDF document by the annual deadline. It should contain:

- A CV; a list of papers published in the past 10 years in journals associated with The Combustion Institute; a list of other selected papers; a statement about involvement in Symposia and Section meetings (limited to 4 pages with a font size of at least 10 points)
- Letters from the nominator and the two supporters, each limited to 2 pages
- A citation of at most 20 words to be used if the nominee is selected

A nomination remains active for three consecutive years, with the nominator being given the opportunity to update the nomination package

### **Timetable**

- The Fellows Selection Committee is appointed – April 30 or earlier

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<sup>2</sup> For this purpose, the number of non-student members shall be taken to be the number of non-student registered voters.

<sup>3</sup> The membership status of the nominator and supporters may be verified by their Section Chairs. For nominees from industry, one supporting letter may be provided by a non-member of The Combustion Institute if such a letter is deemed by the nominator to be essential in order to provide crucial information about the nominee.

- Call for nominations – June 30 or earlier
- Deadline for receipt of Nominations – September 30
- Committee reports its selections to the President – January 15
- Announcement of newly-elected Fellows – January

### **First Call for Nominations**

In the first call for nominations (June 30, 2017 or earlier) the membership shall be informed about: the Fellows Program in general; the criteria for Automatic Initial Fellows (so that they know that it is not necessary to nominate anyone satisfying one of these criteria); and the membership of the Fellows Selection Committee (so that they know who is ineligible to be a nominator or supporter). It is particularly important in the first cycle to encourage Section Chairs to ensure that appropriate members of their Section are nominated.

### **Revisions to the Fellows Program**

Revisions to the program can be made by the Board of Directors of The Combustion Institute.

### **Appendix A: Automatic Initial Fellows**

Any member in good standing<sup>4</sup> who (at the time of the first Call for Nominations) belongs to at least one of the following categories is eligible to be an Automatic Initial Fellow.

1. Gold Medal recipients
2. Invited Plenary Lecturers from past International Symposia on Combustion
3. Current and past Program Chairs of the International Symposia on Combustion
4. Current and former editors of Combustion and Flame
5. Editors of the Proceedings of The Combustion Institute for volume 32 and higher

The list of Automatic Initial Fellows shall be generated by The Combustion Institute office and ratified by the initial Fellows Selection Committee. This list shall be confidential, but prospective candidates and nominators may contact the CI office to determine whether or not a particular member is on the list.<sup>5</sup>

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<sup>4</sup> The Fellows Selection Committee may waive this membership requirement for former members who are now retired.

<sup>5</sup> To remove any doubt: nominations are not required for Automatic Initial Fellows.

The Automatic Initial Fellows and the first batch of elected Fellows shall be announced together. There shall be no distinction made between Automatic Initial Fellows and elected Fellows in this initial announcement nor in any subsequent listing.

Within 3 months of the announcement, a member not on the list of initial Fellows who believes that he or she is eligible according to the above criteria for Automatic Initial Fellows can petition the Institute. The Fellows Selection Committee shall consider such petitions.

After the election of initial Fellows, the only path to fellowship is via the regular nomination process. That is, there is no “automatic” fellowship conferred on a member who subsequently belongs to one of the above categories.

Original date of adoption: 23 March 2017

Amendments approved: 29 March 2018 (Eligibility; Criteria for Election; Number of Fellows Elected)

1 August 2018 (Footnote #3)