

SECTION 5
FELLOWSHIP

There shall be the following category of Fellows: (1) Fellow, (2) Associate Fellow, and (3) Honorary Fellow.

5.1 FELLOW

The Fellows of the Aerospace Medical Association are members who have distinguished themselves through their activities and devotion to the association. They have made outstanding contributions to aerospace medicine, aeronautics, astronautics, or undersea medicine, either in research, in the practical usage of research, or by precept and example. The following is the Fellows policy as adopted on May 7, 2001, and subsequently modified May 11, 2005.

5.1.1 ORGANIZATION

A. CHAIR

1. The Chair of the Group of Fellows is elected as prescribed in the Association Bylaws Article IV.B.(2)

2. DUTIES

- a. Preside over and ensure the preparation for and the orderly conduct of the annual meeting of the Fellows Group, the annual reception/dinner and the Fellows' recognition ceremony at the Association annual awards dinner/ceremony.
- b. Ensure the fair and efficient administration of the annual nomination and election process.
- c. Appoint such administrative functions/functionaries at his/her discretion as may be appropriate to ensue the efficient and orderly conduct of the business of the Fellows Groups (e.g. Secretary, Tellers, Committees).
- d. In consultation with the Executive Director/Secretary Treasurer ensure fiscally responsible management/disposition of any funds acquired by the Fellows Group.

5.1.2. ELECTIONS

The following policy is in accordance with bylaws Article IV, Fellowships, Section B.4. "Fellows will be elected annually through a published process developed by the Fellows and approved by Council"

A. NOMINATIONS

1. Ordinarily, nominees for Fellow shall have been active, qualified Associate Fellows for at least two (2) years. However, any qualified member of the Association in good standing for at least seven (7) years shall be eligible.
2. No Fellow may sponsor more than two nominees and no nominee shall be shown to have more than three (3) sponsors.
3. Nominations shall be by written submission to the Association Executive Director; must be received at least 6 months prior to the Annual Meeting of the Fellows Group; and must be in such form and with such supporting data (brief biographical sketch and professional qualifications of the candidate) as may be prescribed by the Fellows Group.
4. The Chair of the Fellows Group shall accept a list of proposed nominees from the group of Associate Fellows for consideration for nomination to Fellow. This list should not exceed the anticipated number to be elected Fellow and should be prepared in the format with the supporting data as prescribed for Fellow nominees. This list and data shall be forwarded to the Executive Director and received not less than 7 months s prior to the annual meeting of the Fellows Group. The Chair of the Fellows Group shall at his/her discretion ensure those determined so qualified **be** placed in nomination as prescribed herein and appear on the Fellows ballot in the current

election cycle.

5. Nominations for Fellow presented to the Fellows Group and considered but not acted upon favorably following the approved election process, may be presented by The Chair for consideration of the Fellows Group for two succeeding election cycles.

B. MAIL BALLOTS:

1. Two Consecutive mail ballots shall be taken prior to the annual meeting of the Fellows.
2. Each Fellow who is an active member of the Association may vote on the nominees by mail, returning the ballot to the Executive Director. These mail ballots shall be kept sealed until audited by a committee appointed by the Chair of the Fellows, prior to the annual business meeting of the Fellows. Only those completed ballots received by the Executive Director within 60 days of mailing of the ballots from the home office shall be valid.
3. The first mail ballot will be sent to all Fellows who are active members of the Association about 5 months prior to the annual scientific meeting.
4. One half of the number of total Fellows authorized to be elected in any year (established by bylaws Article IV, Fellowships, Section *A.5*) will be elected on the first mail ballot.
5. The percentages of total votes received by the elected Fellow nominee with the lowest number of votes on the first mail ballot will be calculated. This percentage of votes cast will become the benchmark percentage of all future balloting in that year.
6. The second mail ballot will be sent to all voting Fellows about 3 months prior to the annual scientific meeting.
7. The second ballot will include only the names of the top 50% (in terms of votes received on the first mail ballot) of the remaining Fellow nominees, after the names of the nominees elected on the first ballot have been removed.
8. In order to be elected on the second ballot, a nominee must received a percentage of votes at least equal to the benchmark percentage described in #5 above. The number of Fellows elected on the second mail ballot may be equal to no more than one fourth of the total number of Fellows authorized to be elected for that year.

C. BALLOTING AT THE FELLOWS ANNUAL BUSINESS MEETING:

1. There will be no more than two secret, written ballots at the annual business meeting. The number of Fellows that may be elected will be that number remaining of the total authorized for that year.
2. These ballots will include only names of the remaining nominees who received at least 20% of the votes cast on the second ballot.
3. Again, any nominee elected to Fellowship must have a percentage of votes cast, at least equal to the previously established benchmark percentage for that year.

D. OTHER:

1. Following the completion of the annual election, the Chair shall make the results available to the Executive Director for administrative processing.
2. The newly elected Fellows shall be announced at the annual awards banquet and ceremonies. A Fellow pin and welcome letter shall be presented to each.
3. All new Fellows shall be presented a Certificate of Fellowship upon payment of the initiation fee as determined by the Council. The President of the Association and the Chair of the Fellows Group shall sign this certificate.