

## **Sensors Council Awards Procedures**

The awards procedures are administered by the IEEE Sensors Council Awards Committee Chair (ACC), who is appointed by the IEEE Sensors Council President each year, before January 20.

### **1 IEEE Sensors Council AWARDS**

The IEEE Sensors Council awards are for Distinguished Technical Achievement, for Meritorious Service, and for IEEE Sensors Journal Best Paper for the past calendar year.

### **2 PROCEDURES**

The ACC appoints subcommittee chairs for each of the council awards. Typically, subcommittee chairs should be selected as follows:

- Council Awards: past recipients of the respective award or other qualified members.
- Sensors Journal Best Paper Awards: present and/or past EIC's or Senior Editors

The sub-committee Chairs shall propose at least 2 persons as members of the subcommittee. For the Sensors Journal best paper, members should be chosen among the present/past editors (EICs, senior or associate editors) of the Journal or related publications. This list shall be submitted for approval to the ACC Chair before May 31.

#### **2.1 Nominations**

Invitations for Nominations for the Distinguished Technical Achievement Award, Meritorious Service Award and the Best Journal paper shall be published on the IEEE Sensors Council Web Site and in the IEEE Sensors Council E-Newsletter before January 31 each year. The invitations shall also be distributed to the Editors of Member Society Newsletters with a request that they be published.

The deadline for nomination for the Council awards submissions is August 15. After this date the lists of nominees are circulated to members of the respective subcommittee.

#### **2.2 Conflict of Interest**

Subcommittee members may not nominate or endorse candidates for the award their subcommittee is adjudicating, nor may they be considered for that award.

#### **2.3 Adjudication**

Each subcommittee shall receive the complete nomination material of the related award and propose the recipient to the ACC Chair by Sept 15. The subcommittee members may hold conference call for discussion of the individual's qualifications. If there are multiple worthy nominations, an alternate will also be submitted. If a subcommittee decides that none of the nominees meets the high standards necessary for a given award, that award will not be given in that year. The Subcommittee Chair shall communicate this result to the ACC with appropriate justification. The ACC chair proceeds the decisions with the ExCom for approval

The ACC will forward the final award decisions to the Council's President. The Council President shall submit the names of the chosen winners to the AdCom for approval. The President will inform the approved awardees and announce the results by Oct 1st.

The awards will be given to the awardees during the IEEE Sensors Conference in October.

#### **2.4. Presentation**

The Awards will be presented at an appropriate event in conjunction with the annual IEEE SENSORS Conference.