

Approved by the IEEE SA Board of Governors (BOG) May 2024

**IEEE Standards Association
IEEE Fellow Nomination Support Committee (FelCom)
Operations Manual**

1. OVERVIEW

The IEEE SA IEEE Fellow Nomination Support Committee (FelCom) is a committee of the IEEE SA Board of Governors (BOG).

2. SCOPE

FelCom shall raise awareness and consideration of the technical merit of standards contributions and individual contributors for elevation to IEEE Fellow.

FelCom shall contribute to other relevant subcommittees, Ad Hocs, and otherwise that fall under the IEEE Fellow Committee. It shall also contribute to the IEEE Fellow Committee and its subcommittees including Fellow Strategy and Operations Subcommittee (FSOS), Fellow Diversity Oversight Subcommittee (FDOS), and Fellow Advisory and Oversight Subcommittee (FAOS). One objective is to advocate for consideration of a Standards Fellow Evaluation Committee.

FelCom shall support nominations of Standards contributors for Fellow elevation and assist IEEE SA Standards participants with an extraordinary record of accomplishments through the IEEE Fellow nomination process.

3. CHARTER

This section provides background information and activities supporting the charter.

3.1. Background

The IEEE Board of Directors elects a very small number of IEEE Fellows each year, in recognition of their extraordinary accomplishments within the IEEE field of interest. The nominations for IEEE Fellow are grouped into specific categories that recognize the diversity of achievements and apply criteria appropriate for each of those categories. Though those active in standards may have achievements that may be associated with activity as a Technology Innovator, Technical Leader, Researcher, or Educator, the most relevant category is “Standards Contributor.” Still, the “pipeline” from IEEE Senior Member to IEEE Fellow has been disproportionately small for entry into standards-relevant categories, especially for those active in standards activities. Many qualified standards people shy away from being nominated, and if and when they are, the nominations, references, and endorsements might not be optimally matched to the evaluation criteria. Further, it has been important that the nominee have an appropriate and effective nominator, references, and endorsers. Lastly, a key step for advancement to IEEE Fellow resides in IEEE’s Technical Societies and Councils, where the value of standards achievements may not be adequately appreciated in their Fellow Evaluation Committees.

3.2. Charter and Activities

The charter is displayed through the following highlighted bullet list, with supporting activities shown underneath each charter item.

- **Raise Awareness** - Use IEEE SA and other Organizational Unit (OU) channels to increase IEEE Fellow nominations of IEEE members involved in standards activities.
 - a. Plan outreach to Societies and Councils to inform and improve acceptance and understanding of standards work and its impact.

- b. Plan outreach to IEEE SA and the larger IEEE community encouraging qualified applicants to be nominated where Standards work is an important aspect of a potential nominee's achievements.
- **Interact with Relevant Committees** – Participate through liaisons in relevant committees, including but not limited to the IEEE Fellow Strategy and Operations Subcommittee (FSOS), IEEE Industry Engagement Committee (IEC), and the IEEE Board of Directors.
 - a. Work with FSOS, which includes information on mapping of standards accomplishments into IEEE Fellow categories, comparison of a peer-reviewed publication to a peer-reviewed and balloted standards publication, and appropriate terminology conversions from “standards” to equivalent IEEE Fellow parameters.
 - **Offer Resources** – Identifying qualified IEEE SA volunteers to serve as potential mentors, nominators, references, and endorsers, and leveraging relevant guides, manuals, and other documents.
 - a. Offer advice and support for nominees who already have a nominator.
 - b. Help align nominees' standards-related technical accomplishments to appropriate Society/Council.
 - c. Advise on selection of nominators, references, and endorsers.
 - d. Reference and encourage use of the most recent IEEE Fellow website, guidelines, and manuals, e.g., <https://www.ieee.org/membership/fellows/ieee-fellow-guidelines.html>
 - **Improve Nominations** – Advise nomination participants on Dos and Don'ts for improving the quality of nominations.
 - a. Nominate within current categories, i.e., Educator (EDU), Research Engineer/Scientist (RE/S), Standards Contributor (STDC), Technical Leader (TL), Technology Innovator (TI)
 - b. Create, offer, and maintain a standards Fellow “[Resource Portal](#).”
 - c. Encourage use of the “[IEEE SA Contributors Collection](#)” that shows authors of specific standards contributions.
 - d. Assist the potential nominee in identifying their nominator, references, and endorsers (to be included in “Resource Portal”)
 - e. Encourage nominators to demonstrate the value of the individual's contributions, including:
 - i. Breadth of consensus on the standard
 - ii. Impact of the standard
 - iii. Standards contributor roles, such as administrative leader, technical Leader, architect, etc., and describe the modus operandi for each.
 - iv. Evaluating the value of the contributions to the overall impact to the standard.
 - **Engage with TAB CoS and Societies/Councils' Fellow Evaluation Committees (FEC)** through the IEEE SA Representative to TAB and TAB CoS to facilitate proper evaluation of standards contributors in accordance with the IEEE Fellow Committee Operations Manual.
 - a. Improve acceptance and understanding by Societies and Councils of standards technical activities and its Fellow-worthy technical impact.

- b. Educate those involved in Fellow elevations on the technical value and impact of standards contributions, especially:
 - i. Technical merit of contributions.
 - ii. Vetting of contributions is by Working Group consensus of participants.
 - iii. Acceptance of individual contributions to standards is verifiable via published standards and contributions.
 - iv. Published standards reflect broad industry consensus due to balloting and public reviews of IEEE draft standards.
- c. Develop a methodology for evaluation and evidence to demonstrate the importance of the individual's contribution, including patents, in a standard's final draft.

Though FelCom may advise on nominations, elevation to IEEE Fellow is subject to the IEEE Fellow elevation process (see IEEE governance documents).

4. COMMITTEE MEMBERSHIP

4.1 Positions

FelCom shall have the following membership positions:

- Chair
- Vice Chair
- Members-at-Large (minimum of three; one of which serves as the Vice Chair)
- IEEE SA Representative to TAB and TAB CoS
- Invited Guests (e.g., FSOS Chair)
- Corresponding Members

Voting members are the Chair, Vice Chair, and Members-at-Large. Diversity of membership across IEEE's OUs engaged in standards activities is desirable.

4.2 Selection

- The Chair and the Members-at-Large are appointed by the IEEE SA President for a two-year term. The Chair and Members-at-Large may serve up to three consecutive terms. The Chair and Members-at-Large shall be IEEE members of Fellow grade and individual members of IEEE SA.
- The Committee shall select a Vice Chair from among the voting members to serve a two-year term.
- Corresponding Members may be appointed by the Chair and participate in the activities of the committee to expedite and improve the operations of the committee.
- The Chair may create ad hoc committees to advance the work of the committee. These ad hoc committees will expire by no later than the end of the calendar year in which they were established.

5. Operations Manual Administration

This Operations Manual shall be approved by the IEEE SA BOG. It shall also be kept consistent with applicable sections in the *IEEE Standards Association Operations Manual*. In case of conflict, the *IEEE Standards Association Operations Manual* takes precedence.