

September 11, 2007

## **PROVISIONS OF AEM AWARDS**

### **Chapter 1. Title of the Award**

Article 1. The award is designated as an “Applied Electromagnetics and Mechanics (hereafter abbreviated to “AEM”) Award”.

### **Chapter 2. Purpose of the Award**

Article 1. The Award aims to acknowledge outstanding scientific and technical contributions in fields that lie within the scope of the International Symposium on Electromagnetics and Mechanics (hereafter abbreviated to “ISEM”).

### **Chapter 3. Time of bestowing the Award**

Article 1. Awards may be bestowed at each ISEM meeting.

### **Chapter 4. Number of Awards**

Article 1. Normally no more than three awards can be made at each meeting.

### **Chapter 5. Selection Committee**

Article 1. The Awards Selection Committee (hereafter described as “the Committee”) comprises a certain number of members of the International Steering Committee of ISEM (hereafter described as the “ISC”). The number of Committee members is stipulated in bylaws attached to these provisions.

Article 2. The Chairperson should be appointed by the ISC and normally serves for three terms of two years (three awarding sessions). The Chairperson may be reappointed by the ISC for an additional term.

Article 3. Each committee member may nominate up to two candidates for an award by the date prescribed in the bylaws. The number of candidates is prescribed in the bylaws.

Article 4. For an award to be recommended, a candidate must have at least half of the votes cast.

Article 5. The procedure for voting is prescribed in the bylaws.

**Chapter 6. Date of Enactment**

Article 1. The provisions come into effect on the approval of the ISC.

(These modified Provisions and Bylaws were accepted by the ISC in September 2007).

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## BYLAWS OF THE “AEM AWARDS” SELECTION COMMITTEE

Article 1. The number of members of the Selection Committee (hereafter referred to as “the Committee”) should not exceed **ten**.

Article 2. New committee members are appointed by the International Steering Committee (ISC) of the International Symposium on Electromagnetics and Mechanics (hereafter described as “ISEM”) at least **twelve months** before the forthcoming ISEM meeting.

Article 3. The term of membership is normally two terms (**four years**). Reappointment for an additional two terms is permitted.

Article 4. The outgoing Chairperson may be reappointed by the ISC for up to two additional terms as a normal committee member.

Article 5. Reappointment will only be considered subject to the member having fully participated in the Awards process for the previous **two** ISEMs and having attended at least **one** of those two ISEM conferences.

Article 6. The Committee membership is made up of two categories. The first comprises up to **five** Chairpersons of the immediate five previous ISEM meetings. The second comprises representatives selected by the ISC considering geographical and disciplinary distribution.

Article 7. **Seven months** prior to the forthcoming ISEM meeting each member of the Committee shall be invited by the Committee chairperson to nominate **one** candidate for an Award giving clear justification for the nomination.

Article 8. The Chairperson of the Committee shall circulate a list of the candidates together with justifications for nominations, to all the members of the Committee at least **six months** before the forthcoming ISEM meeting.

Article 9. The nomination of the candidate(s) for the Award(s) is confirmed unless justifiable objections are made by any member(s) of the Committee within **two weeks** of circulation of nominations. If objections are raised, the Committee Chairperson will decide on what action should be taken.

Article 10. The Committee Chairperson shall confirm the nominations and invite each member of the Committee to vote for **one** of the nominated candidates at least **five months** before the forthcoming ISEM meeting.

Article 11. The top ranked candidate(s) may be the Awardee(s). Up to **three** equally ranked candidates may be the Awardee(s). If more than three candidates are equally

ranked first, then the voting process should be repeated until the number does not exceed three. If this does not result in a clear result, the Committee Chairperson shall decide how to proceed in consultation with the Chair of the ISC.

Article 12. The result of the vote must be circulated to all the members of the Committee at least **four months** before the forthcoming ISEM.

Article 14. The candidate(s) nominated for the Award(s) must be informed of the selection and requested to confirm acceptance of the Award at least **two months** before the forthcoming ISEM.