

POLICY

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Purpose	To outline the governance and processes for the delivery of the Geospatial Council of Australia Fellowship Program.

Document History and Status

Revision	Date issued	Reviewed by	Approved by	Date approved	Revision type
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Fellowship Policy

Purpose

The objective of this policy is to ensure a consistently high standard is applied when assessing applications for Fellowships, to ensure the status is maintained of the highest level of recognition endowed upon individuals by the Geospatial Council of Australia. This Policy has been endorsed by the Board of the Geospatial Council of Australia as the rules and protocols that govern the conferral of Geospatial Council Fellowships.

Authority

Fellowships are managed by the Recognition Committee, who operate under the guidance of the Board of the Geospatial Council.

Background

The Geospatial Council confers, from time to time, the title of “Fellow” or “Honorary Fellow”. These titles are bestowed on individuals that have made a significant contribution to the Geospatial Council and/or to the geospatial profession and are only approved following a rigorous nomination and assessment process.

Fellows

A Fellow shall have rendered **notable service to the Geospatial Council** through one or more of the following:

- held the position of President of the Geospatial Council of Australia
- undertaken a leadership role on an official Geospatial Council Committee (e.g. Area of Practice etc) or the Board over a sustained period
- developed, lead and/or implemented a significant Geospatial Council related project or activity
- increased membership and/or raised the profile of a specific State/Territory, Area of Practice, Special Interest Group or the Geospatial Council as a whole, through substantial championing to the broader profession.

In addition to this service to the Council, a Fellow shall have contributed to the profession via one or more of the following:

- promotion of geospatial and the status of its practitioners
- notable activities that have enhanced the public perception of the geospatial industry
- developed technology, programs or systems that have significantly improved the profession
- undertaken substantial research projects that have had tangible and widely acknowledged impacts on the practice of geospatial science.

A Fellow must be a current Professional Member at the time of nomination and must maintain membership to retain Fellowship status. Fellows receive a discounted annual membership fee.

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Honorary Fellows

An Honorary Fellow shall have made a **highly significant and lasting difference to the geospatial profession or the Geospatial Council** through at least two of the following:

- promotion of geospatial science and the status of its practitioners
- notable activities that have enhanced the public perception of the geospatial industry
- developed technology, programs or systems that have significantly improved the profession
- undertaken substantial research projects that have had measurable impacts on the practice of geospatial science
- hold significant esteem amongst the profession through their leadership, commitment and dedication
- service to the Geospatial Council (and/or its predecessors) and its members through a key volunteer role, such as President, however they must already have been conferred a Fellowship.

An Honorary Fellow can be a Geospatial Council Individual Member (or the employee of Organisation Member) or a non-member at the time of nomination. Honorary Fellows receive complimentary Geospatial Council membership for life.

Limits

There is no limit to the number of **Fellows** conferred, however all applications will be rigorously reviewed for quality to maintain the high standard of recipients.

Due to high esteem of this award and the exceptional circumstances under which it is awarded there will be no more than 60 (*living*) **Honorary Fellows** at any time, with a limit of five nominations accepted per calendar year.

Assessments

The assessment of Fellowship nominations is undertaken by a sub-committee of the Geospatial Council Recognition Committee, the Fellowship Assessment Panel. The Terms of Reference for this group are as below.

Membership

The sub-committee will consist of at least three and no more than four participants. Members of the panel must be current Recognition Committee members and Geospatial Council Fellows or Honorary Fellows. The Geospatial Council Events & Awards Coordinator is the allocated staff support person for the committee.

Decisions

Each member has an equal vote when undertaking assessments. Should there be a locked decision amongst members, the panel is to take the application to the Recognition Committee for final resolution.

Appointment

Members of the Assessment Panel are appointed by the Recognition Committee, under direction from the Board.

Terms

Panel members will serve terms in line with the terms on the Recognition Committee.

Reporting

A list of all nominations received, and the outcome of their assessment, will be maintained by the Events & Awards Coordinator. The Coordinator will report on nominations to the Recognition Committee at their meetings.

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Nomination Process

A Geospatial Council Member may nominate a person to be considered as a Fellow or Honorary Fellow of the Council, in accordance with the eligibility noted above.

1. The nominator must complete the current Fellowship Nomination Form from the Geospatial Council website. The nomination form must include all requested details of the nominee, as well as a clear, concise citation that contains sufficient information for the Fellowship Assessment Panel to make an informed decision.
2. Nominations must be endorsed by:
 - a. the chair of the State/Territory in which the nominee resides OR the chair of the Area of Practice under which the work of the nominee aligns
 - b. three (3) other current Professional Members of the Geospatial Council.
3. It is the responsibility of the nominator to arrange the appropriate endorsements above. Instructions for the format of endorsements is on the Nomination Form.
4. Once the nomination is complete, it is to be emailed to ceo@geospatialcouncil.org.au.
5. On confirmation from the CEO, the Events & Awards Coordinator will send the nomination to the panel for assessment within 14 days of receipt.
6. The Assessment Panel will assess the nomination and decide if it is of appropriate quality for acceptance. *The panel may request the CEO to contact the nominator if additional information is required.* If required, the Events & Awards Coordinator will also set a meeting for the panel to discuss the nomination.
7. If the committee is satisfied to the standard of the nomination, the staff support person will forward the nomination to the CEO for tabling at the next Geospatial Council Board meeting. If the Board meeting is more than four weeks in advance of the CEO's receipt of endorsement of the nomination, the nomination will be considered out of session.
8. If considered to be in order, a motion to accept the nomination will be moved and a vote will take place. A favourable vote of a minimum of 75% of the total filled positions of the Board is required for acceptance.
9. The Geospatial Council CEO will advise the outcome of the Board decision to the Events & Awards Coordinator and the Fellowship Assessment Panel.

Conferral

If the nomination is **successful**, the CEO will contact the nominator to advise. The Events & Awards Coordinator will prepare and email a letter from the Geospatial Council President to the successful nominee advising them of their award.

If the nomination is **unsuccessful**, the CEO will contact the nominator to advise. The nominator has the right to appeal the decision within 30 days, through written communication to the President via president@geospatialcouncil.org.au who can present this to the Board if they deem it worthy. The person can however be nominated again once two years has passed.

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Confidentiality

Details of nominations shall remain confidential except to members of the Board, Recognition Committee and those Geospatial Council staff directly involved in the fellowship process. No announcements shall be made until the Board of Geospatial Council has accepted the endorsement of the Fellowship Assessment Panel.

Communication & Recognition

Official List

The name, Area of Practice, State/Territory and date of award of all Fellows and Honorary Fellows will be listed on the Fellowships page of the Geospatial Council website.

Post-nominals

Fellows are entitled to use *FGCA* and Honorary Fellows *HonFGCA* after their name in all communications.

Events

Fellowships will be recognised at local Fellowship lunches, Geospatial Excellence Awards dinners, State/Territory conferences or other such appropriate occasions as determined by the Events & Operations Manager. Fellowships will also be recognised each year at the Geospatial Council Annual General Meeting and the national conference, Locate.

Policy Review

The monitoring of the implementation of this policy is undertaken by the Geospatial Council Recognition Committee. The Committee will review this policy every two years and may recommend to the Board any amendments.