

Top-Level IEEE Awards

Thank you for your interest in participating in the IEEE Awards Program. IEEE Members and non-members can serve on selection committees. IEEE is respected worldwide for recognizing outstanding accomplishments within the technical fields it serves, and your participation will help ensure its continued success.

Below is a list of Frequently Asked Questions (FAQ) that explain the IEEE Awards program and what your role will entail.

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ABOUT TOP-LEVEL IEEE AWARDS

What is the mission of the IEEE Awards Program?

Through its awards program, IEEE advances the interests of its members by recognizing major contributions in advancing the fields of interest to IEEE for the benefit of humanity. By this means, the image and prestige of the organization, its members, and the profession are all enhanced. The IEEE Awards Program honors members and other professionals for their service to the society.

For nearly a century, the IEEE Awards Program has paid tribute to technical professionals whose exceptional achievements and outstanding contributions have made a lasting impact on technology, society, and the engineering profession.

Top-Level IEEE awards (Medals, Recognitions and Technical Field Awards) are the highest awards IEEE recognizes. However, many other entities within the IEEE organization also recognize outstanding achievements.

- [View Top-Level IEEE Awards Web page](#)
- [View other IEEE awards](#)

How can I get involved in IEEE Awards activities?

Please review the list of awards and scopes to determine within what awards your technical expertise lies, and then [click here](#) to find out how to get involved.

- [View the list of IEEE Awards sponsors](#)
- [View the objectives of the Awards Board and its standing committees](#)
- [Download the list of Top-Level IEEE awards by technical discipline \(PDF, 144 KB\)](#)

How many awards are in the Top-Level IEEE portfolio?

There are 20 Medals, 31 Technical Field Awards, and 6 Recognitions in the Top-Level IEEE awards portfolio. Each award is managed by a selection committee, which is responsible for stimulating new nominations, reviewing received nominations and selecting recipients, and more generally for the overall health of the award. The Awards Board regularly reviews the overall portfolio.

Where can I find more information about Top-Level IEEE awards?

Nomination forms, nominator guidelines, lists of past recipients, sponsor recognitions, and other information can be found at <https://corporate-awards.ieee.org/corporate-awards/>. The [IEEE Policies](#) and the [Awards Board Operations Manual](#) contain the definitive policies for awards activities. For general information about the IEEE Awards Program, visit our [web page](#).

GENERAL AWARDS ADMINISTRATION

Who is eligible to be nominated for a Top-Level IEEE award?

- [View the eligibility of candidates](#)

Who can submit a nomination or endorsement letter for a Top-Level IEEE award?

- [View the eligibility of nominators and endorsers](#)

What constitutes a complete nomination?

- The nominator must complete a nomination form. The nominator may not act as an endorser. [View the nominator guidelines.](#)
- The nomination form must be submitted by the (15 January for Technical Field Awards or 15 June for Medals and Recognitions). Criteria for each award and nomination are listed on the Awards Web page. All nominators will be directed to the electronic nomination platform hosted by OpenWater.
- All correspondence regarding the status of the nominee is sent by Awards staff to the nominator, who may then share the information with the endorsers as appropriate. Nominators for IEEE Medals and Recognitions are notified of the status of their candidates shortly after the IEEE Board of Directors meeting in November. Nominators for IEEE Technical Field Awards are notified of the status of their candidates shortly after the IEEE Board of Directors meeting in June.
- If the nomination is reconsidered for the following year, the nominator may submit updated information and/or endorsement letters by the deadline the following year but is not required to do so.

How are Top-Level IEEE Awards presented?

- IEEE Medals and Recognitions recipients are chosen in the year prior to presentation. They are presented at the annual [IEEE Honors Ceremony](#) whenever possible. The IEEE Honors Ceremony is streamed live on IEEE.tv for the general public.
- IEEE Technical Field Award recipients are selected in the year prior to presentation. They are presented by the IEEE President or his/her designee at a relevant IEEE sponsored conference, symposium, or meeting.

IEEE AWARD SELECTION COMMITTEE ADMINISTRATION

What are the selection committee's objectives, and how does it accomplish them?

The selection committee is responsible for conducting the award process. Specifically, the committee is responsible for:

- Soliciting nominations for the award. The Awards Board expects each committee to follow the 3/2 Guideline – having at least three nominations to review each nomination cycle, two of which are new. Nominations should be solicited worldwide and include a gender balance when possible. Each committee member should champion a nomination, identifying a candidate and nominator and ensuring submission of the package.

- Evaluating the qualifications of each nominee as represented on the nomination form and in letters of endorsement that accompany the nomination.
- Recommending a recipient and an alternate to the respective Council.
- Preparing the citation(s).
- Recommend venues or conferences at which a recipient may be recognized (for Technical Field Awards).
- Determining disposition of remaining candidates (i.e. reconsider or withdraw).
- Following approval of the recipient by the IEEE Board of Directors, the president of the IEEE shall officially inform the recipient of his/her award, and the chair of the selection committee shall congratulate the recipient.
- Assisting, upon request, with securing funding for the award.
- Proposing potential committee members with diverse geographic and technical backgrounds and striving for gender balance.

What is the average time commitment for a selection committee member?

The selection committees meet via Webex, at least three times each year.

During the first meeting (approximately 60 minutes) the committee briefly reviews the IEEE Awards Program and nomination process and then discusses potential nominees and nominators for the next award cycle.

While committee members are not eligible to nominate, endorse, or be nominated for an award, they do act as champions, identifying potential candidates and following up with the nominators as appropriate to ensure a timely submission of the form. It is the responsibility of the selection committee to stimulate new nominations each year.

During the second meeting (approximately 60 minutes), the committee discusses potential candidates for the next committee roster. Committee members also provide a status report on the nominations they were assigned to champion.

During the third meeting (approximately 90 minutes) is when the committee selects the next year's recipient(s), alternate(s) and accompanying citations. Also, the proposed committee roster is finalized. IEEE staff will invite the new members upon approval of the AB, but the committee should provide a list of individuals covering a wide geographic, societal and gender balance.

Candidate forms will be made available with the committee members who are expected to review them and input their preliminary scoring. Committee members should also expect to devote some time to stimulating nominations and following up with potential nominators although the time commitment varies on a case-by-case basis.

The committee chair may schedule interim meeting to discuss the progress of the nominations.

What are the composition and membership terms for selection committees?

The membership of each selection committee shall reflect the participation of more than one society or organizational unit and more than one country and IEEE Region. The composition of

these committees will include the expertise that encompasses the broad description of the award. It shall normally consist of an even number of members plus the Chair. Composition of committees is as follows:

- Chair (an IEEE Senior Member or higher)
 - Annual appointment, up to two terms
- Past Chair
 - May serve up to one term upon completion of their term as Chair.
- Selection committee members are chosen because of their expertise. The intent is to rotate 1/3 of the committee membership off each year.
- The Chair may appoint a Vice-Chair from among the members of the committee.

Non-members may serve on selection committees as long as the majority of IEEE members is maintained. All appointments are approved by the Awards Board. All members present have one vote, except the Chair, who votes only to break a tie.

Technical Field Award committee members' terms run 1 May through 30 April.

Medal and Recognition committee members' terms run 1 October through 30 September.

What resources are available to assist with soliciting nominations?

Each committee member should act as a "Champion" for a candidate by identifying a potential nominator and following up to ensure that the nomination form is submitted by the deadline. The Champion may NOT participate in the development of the nomination form or endorsement letters but may answer questions related to the form or the process.

The following links and documents may assist potential nominators with generating a nomination. The [individual award Web pages](#) specify the scope, criteria, and any additional requirements for the nomination and also house the nomination forms and past recipient lists.

- [Download suggestions for preparing a successful nomination \(PDF, 16 KB\)](#)
- [View the nominator guidelines](#)
- [Download the list of Top-Level IEEE awards by technical discipline \(PDF, 144 KB\)](#)

Committee members may also review [the IEEE Fellows Directory](#) or [other IEEE awards recipients](#) for elevation to a Top-Level IEEE Award.

To whom do the selection committees report?

The selection committees report to the appropriate Council – Medals Council, Recognitions Council or Technical Field Awards Council. The chair of each selection committee is an exofficio member of the Council and meets annually via Webex to discuss and endorse the selected recipients, alternates and citations to the [Awards Board](#). The Council Chairs then provide the reports to the Awards Board for their review and endorsement to the IEEE Board of Directors.

When can I congratulate the recipient(s)?

All committee discussions are confidential, especially pertaining to recipient and alternate selection. Between the time the committee deliberates, and the IEEE Board of Directors (BoD) approves the recipients, no one is permitted to share any information about the recipient or any processes.

Upon notification from the IEEE BoD, IEEE awards staff will contact the recipients and then the selection committees. Once the recipients have been congratulated on

behalf of the IEEE BoD, the selection committees are encouraged to congratulate the recipients.

GLOSSARY

AB: IEEE Awards Board, which oversees the administration of all Top-Level IEEE awards.

AB Ops Manual: [Awards Board Operations Manual](#), the governing document of the AB.

Council: There are three Councils which the selection committees report to – Medals Council, Recognitions Council and Technical Field Awards Council (TFAC). The Council acts as the liaison between the selection committees and the Awards Board. The chair of each selection committee is an ex-officio member of their respective Council, which is led by a Vice Chair and Chair who sits on the Awards Board.

Hierarchy: The IEEE awards program follows the hierarchy below (highest honor first):

- IEEE Medal of Honor
- IEEE Medals
- IEEE Technical Field Awards, Recognitions, and Joint National Awards
- Major Board, Region & Division, Society and Technical Council Awards
- Technical Conference Awards
- Area, Geographical Council or Conference, Section, Chapter Awards
- Student Branch and Student Branch Chapter Awards

Honors Ceremony: IEEE Medals and Recognitions are typically presented at the prestigious [IEEE Honors Ceremony](#).

IEEE BoD: IEEE Board of Directors, the governing body of the IEEE, to whom the Awards Board reports.

Top-Level IEEE awards: Medals, Recognitions and TFAs. Nominees can move up the awards hierarchy for the same work (i.e. from a TFA to a Medal) but not down.

Medal: IEEE Medals are the highest awards in the hierarchy of IEEE recognitions. They embrace significant and broad IEEE interests and purposes.

TFA: Technical Field Award. TFAs are awarded for contributions or leadership in a specific field of interest of the IEEE. They are narrower in scope than the IEEE Medals.

Recognition: IEEE Recognitions recognize team contributions, prize papers, IEEE service and other such categories of contributions. These are considered to be the same level as TFAs.

Reconsider: A nomination will be considered next year for reconsideration. The alternate candidate is automatically carried over. The nominator and/or endorsers may submit updated materials prior to the next deadline, but this is not required. A nomination may be reconsidered for a maximum of three years from the original submission date.

Society Award: Recognize technical achievement and service in a field of interest of a single Society; administered by a Society. In the IEEE awards hierarchy, Top-Level IEEE awards generally have higher status and are broader in scope than Society awards.

Withdrawn: The nomination form will not be considered again in its current format.