

Policies & Procedures - 6.1.4 Establishing New Awards

- updated 12/02 -

1. The Awards Committee of ComSoc receives suggestions or proposals about new awards from members, officers, volunteers, committees, boards, councils of ComSoc, and put together formal proposals for new awards.
2. The proposals should include : names, descriptions of the awards, the eligibility, prize items, funding, administration of the awards, the selection criteria, the nomination/selection procedures, the processing schedule and the way of presentation of the awards, etc.
3. After the proposals are approved by the Board of Governors of ComSoc, the ComSoc headquarter office sends them to the IEEE TAB ARC for IEEE approval.
4. Consensus of the BoG is that all ComSoc paper awards must receive Board approval. Award proposals originating with ComSoc (but involving other societies) must go to the BoG for approval. Awards originating within steering committees (having ComSoc representatives) must be reported to the BoG; information should include "motivation" behind establishing the award, procedures, and budget/sponsorship.
5. The Awards Committee of ComSoc starts announcing and implementing the new awards after approval by IEEE.

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