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COLLEGE OF FELLOWS

**Award Description**

**Since 1986, the SME College of Fellows has honored those members who have made outstanding contributions to the social, technological and educational aspects of the profession.** This is a distinctive and prestigious honor that can only be earned through years of dedication and service.

**Eligibility and Requirements**

An SME College of Fellows nominee must:

* **Be an SME member in good standing** recognized by the manufacturing community as a contributor to the social, technological and educational aspects of the profession.
* **Possess a minimum of a bachelor’s degree or its equivalent in engineering experience.**
* Have **at least 20 years of experience in a manufacturing-related area.** Time spent in pursuit of a related academic degree may also be included in the 20-year requirement.
* **Be submitted by an honorary, fellow, life or professional member of SME**. Any one of these initiators must submit a **completed nomination packet,** including current data on the nominee's accomplishments, the nomination form (all pages) and formal letters of support/recommendation from initiator and sponsors. **Note:** A minimum of three letters must be submitted; self-nominations will not be accepted.
* **Have two additional sponsors submit formal letters of recommendation/support, preferably on letterhead,** detailing why the individual should be elected to the College of Fellows. **One of these sponsors must be an honorary, fellow, life or professional member of SME.**

**Note:** This award is based on contributions to the manufacturing engineering profession and is not an SME service award.

**NOMINATION GUIDELINES**

* **Verify that the nominee is eligible.**
* **Complete the nomination form and as thoroughly as possible** about the nominee’s accomplishments. No attachments will be considered *except* lists of publications, patents, honors and awards.
* Nominees accomplishments submitted as part of the nomination should be relevant to the award description and can vary depending upon career tracks. To assist in the completion of the nomination, [**download the weighting system**](https://www.sme.org/globalassets/sme.org/about/awards/sme-fellows-weighting-system.pdf) for each category.
* Determine and **collect formal letters of support from two additional sponsors, preferably on letterhead,** one of whom must also be an honorary, fellow, life or professional member **(three letters total are required).**
* Maximum pages allowed for the nomination form and attachments limited to 15 pages (excluding the three formal letters of support/recommendation).
* Have an additional and unbiased person proofread your nomination.
* **Submit** all nominations **no later than December 1 of each year** to:

 **SME International Awards & Recognition Committee**c/o Executive Offices
SME | 1000 Town Center, Suite 1910, Southfield, MI 48075 | Email: nominations@sme.org

**Note: A candidate may be nominated for a maximum of three opportunities, provided new information on contributions to manufacturing is delineated with each subsequent nomination. If not selected after three opportunities, nominations of that candidate will not be considered again for a period of seven years following the most recent submission.**

**COLLEGE OF FELLOWS NOMINATION FORM**

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| **NOMINEE INFORMATION** |
| Name  |       |
| Title  |       |
| Company |       |
| Preferred Address  |       |
| City, State, Zip  |       |
| Country  |       |
| Phone  |       |
| Fax |       |
| E-mail |       |
| SME Member # |       |
| Member Grade |       |
| Previously nominated for this award? | [ ]  Yes[ ]  No |
| If yes, please list year(s) nominated |       |
| Please select the track for the nominee | [ ]  Academic [ ]  Industry [ ]  Combination (A+I) [ ]  Special |

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| --- |
| **NOMINEE ACADEMIC RECORD** |
| Educational Institution Name & Location  |       |
| Degree & Date  |       |
| Educational Institution Name & Location  |       |
| Degree & Date  |       |
| Educational Institution Name & Location  |       |
| Degree & Date  |       |
| Educational Institution Name & Location  |       |
| Degree & Date  |       |

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| **EACH NOMINEE MUST HAVE AN INITIATOR AND TWO SPONSORS** |
| Initiator’s Name  |       |
| Address  |       |
| Phone  |       | Fax  |       |
| E-mail |       |
| SME Member #  |       | Member Grade  |       |

|  |  |
| --- | --- |
| Sponsor’s Name  |       |
| Address  |       |
| Phone |       | Fax |       |
| E-mail |       |
| SME Member #*(if applicable)*  |       | Member Grade *(if applicable)*  |       |

|  |  |
| --- | --- |
| Sponsor’s Name  |       |
| Address  |       |
| Phone |       | Fax |       |
| E-mail |       |
| SME Member # *(if applicable)*  |       | Member Grade *(if applicable)*  |       |

**Note:** The initiator and each sponsor must submit a formal letter of recommendation, preferably on letterhead, in support of the nominee, detailing achievements and indicating why the individual should be elected to the College of Fellows. The initiator and at least one sponsor must be an honorary, fellow, life or SME member.

**COLLEGE OF FELLOWS NOMINATION FORM cont’d**

Complete all sections of the nomination form in as much detail as possible.

**NOMINEE’S NAME:**

1. Professional experience, including employers, positions held, responsibilities and achievements.
2. Summarize outstanding contributions under appropriate item(s) and the impact on the profession and practice of manufacturing. Attach a list of publications and/or patents if appropriate.
* ***Industrial Leadership****. What is the nominee’s record of achievement in management and engineering. How have these achievements resulted in industry-wide recognition?*
* ***Educational Leadership****. What are the nominee’s outstanding contributions to teaching and research? How have these particular achievements positively impacted manufacturing education, course/curriculum development or innovative approaches to teaching and research?*
* ***Project Management.*** *How has the nominee’s leadership and management of major engineering projects positively impacted the manufacturing industry?*
* ***Technical Publishing****. Please**detail below or**attach a list of the nominee’s technical papers, journals, books, reports, presentations of lectures, speeches and seminars.*

* ***Research and Development****. What are the nominee’s noteworthy inventions, discoveries, new methods or advancements in science, education, business or government? A list of patents with number, year, title and authors should be attached.*
* ***Honors and Awards.*** *What additional recognitions, inventions, honors and awards has the nominee received for his/her contributions to manufacturing? Please attach a list, if applicable.*
* ***Service to the Profession.*** *What is the nominee’s record of service to the manufacturing profession? How has the nominee provided advisory or professional service to industry or government?*
* ***Service to SME and Others****. What is the nominee’s record of service to SME and other engineering and professional societies? Has the nominee actively served on committees, held offices, been recognized for service?*

**COLLEGE OF FELLOWS NOMINATION FORM cont’d**

 Complete all sections of the nomination form in as much detail as possible.

### *PROPOSED CITATION FOR NOMINEE:*

(Emphasize the most significant accomplishments in 25 words or less.)