

Honorary Member Nomination & Selection Procedure

Approved by Board of Governors April, 2010

The following Procedure shall be used for any Honorary Member nominations effective April 2010.

Honorary Membership

Honorary Membership in AREMA is a privilege and honor and is restricted to a select few. No more than one Honorary Member can be added each year. The applicable Bylaws provisions are:

1.2.5 Honorary Member

Honorary Members shall be determined by the Board of Governors. Honorary Members are to be persons (living or deceased) of acknowledged eminence in railway/transit engineering or management and high ethical and professional standards, and who have contributed substantially to the profession and the Association.

- 2.1.4 A nomination of an individual for Honorary Membership shall be submitted by a current Member of the Association, and must be endorsed by ten (10) or more Members of the Association and submitted to the Honorary Member Selection Committee for consideration. No member of the Selection Committee or Board of Governors shall serve as an endorser. A nominee shall be declared an Honorary Member upon receiving the unanimous recommendation of the Selection Committee and approval of a minimum of two thirds (67%) of the voting members of the Board of Governors.

Requirements

Honorary Membership in AREMA acknowledges excellence in professional achievements, high ethical standards and extraordinary service to the Association. In exceptional circumstances, this award may be made to a deceased member. Nominees must be (or have been, in the case of a deceased nominee) active in the industry for at least twenty five (25) years and members of the Association for at least ten (10) years (preferably with Committee Emeritus status); recognized for outstanding contributions to railway/transit engineering; and have served the aims of the Association through elected office, committee leadership service, seminar instruction and/or other significant contributions. A record of sustained professional achievement and dedicated volunteer service to AREMA are essential qualifications.

Criteria

Individuals nominated for Honorary Member status must meet specific eligibility requirements, and will be evaluated by the Selection Committee according to the following criteria:

Technical Accomplishment

Nominees will have distinguished themselves through a clear demonstration of significant technical contributions in one or more disciplines related to railway/transit engineering. The basis for this evaluation will be the nominee's documented contributions including, but not limited to the following:

- Published technical articles, papers and presentations
- Honors, citations, certificates or awards
- Roles and responsibilities within railway/transit engineering functions

Service to the General Railway Engineering Industry

Nominees will have documented evidence of distinguished and substantial contributions to railway engineering education and service to other engineering societies/associations.

Service to AREMA

Nominees will be evaluated for their service to AREMA. Roles include, but are not limited to:

- Committee Member
- Committee Leadership (Vice Chair, Sub-Committee Chair, etc.)
- Committee Chair
- Speaker/Author/Presenter
- Course/Seminar Instructor (volunteer service)
- Board of Directors service

Selection Committee

An Honorary Member Selection Committee will be appointed by the President to serve as needed to review any nominations for Honorary Membership. The Committee is composed of three past presidents of AREMA not currently serving on the Board of Governors and who are willing and able to serve. In the event that three past presidents willing and able to serve cannot be found, the President shall select members as needed to fill the Committee. The President shall appoint one of the members of the Committee to serve as Chairman.

The Committee is charged with the responsibility of reviewing any nominations or proposals for Honorary Membership, performing any additional research that may be required on the nominee, and recommending action on those proposals to the Board of Governors. The Board of Governors retains the final authority; however, the Selection Committee could choose to reject a nomination and not send it forward for Board action.

if it felt that it did not fully meet the criteria. Any nominations reviewed by the Selection Committee must have the unanimous recommendation of the Committee in order to be forwarded to the Board of Governors.

Nomination Process

- Honorary Membership nominations must be made by a current Member of the Association. This nomination must be in written form and addressed to the Honorary Member Selection Committee in care of AREMA Headquarters.
- The Nomination should include full biographical data on the nominee and a complete description of how he/she meets the requirements and criteria established for this honor. The Nominator should ensure that the nominee meets the stated minimum requirements. The Selection Committee will be using the Nomination documents as their basis for evaluating the nominee, therefore thorough documentation is critical.
- The individual making the nomination should have an unbiased assessment of the nominee's abilities and there should be no appearance of a conflict of interest. The individual making the nomination is responsible for obtaining the required ten (10) endorsement letters and sending them directly to AREMA Headquarters. Endorsement letters should be on the letterhead of the endorser and addressed to the Honorary Member Selection Committee.
- No member of the Selection Committee or the Board of Governors is eligible to endorse a nominee's application.
- A nomination must have the unanimous approval of the Selection Committee in order to be recommended to the Board of Governors.
- Final approval by the Board of Governors requires a minimum affirmative vote of two-thirds (67%) of the voting members of that Board. This vote will be by sealed ballot with only the numerical results reported. The decision of the Board of Governors is final and is not appealable.
- Honorary Memberships will be awarded at the AREMA Annual Conference. In order for a nomination to be considered in any given year, it must be received by the Selection Committee in complete form, with all documentation and endorsements, no later than one hundred and twenty (120) days prior to the Annual Conference.
- A maximum of one Honorary Member will be named each year. If more than one worthy nomination is received and reviewed at the Committee level in any year, the Selection Committee may select the one to recommend for action and hold any other(s) for possible recommendation in a future year.