



Purpose

The fellowship subcommittee will decide upon the criteria for accepting application for fellowship in the Academy. It will also determine on an annual basis which applications for fellowship will be accepted.

Function

The Fellowship Subcommittee is to review and update the Fellowship application (FABM) as needed. The Committee is also responsible for updating the application instructions, and Appendix-I (Explanation of Points / Scoring) as needed.

Once Fellowship applications are received, the Committee is responsible to review the applications, and make a recommendation for those they feel are qualified for designation to the Board of Directors. Each individual recommended by the Fellowship Committee for designation must be approved by the Board of Directors.

Composition

The committee will include two chairs and ABM Fellows with active ABM membership.

Chairs: Appointed by the President and confirmed by the board. Committee Chair will serve two consecutive years – year one as Chair-elect and year two as Chair.

Chair Responsibilities

1. Collaborates with staff to establish the fellowship application schedule and communications plan
2. Leads the committee in updating applications and selection criteria
3. Leads the committee in the review and recommendation of applicants
4. Presents candidates to the Board of Directors.

Member term: Two years with rotation so that the committee does not turn over completely in any one year. Members are eligible to serve a second term, with no member serving more than four consecutive years. The goal is to provide flexibility for the volunteers, and to provide annual opportunities for new volunteers to rotate onto the committee while maintaining continuity. If a member misses two meetings in a row, that committee member may be terminated from the committee at the chair's discretion.

Members' Responsibilities

1. Attend meetings and participate in conference calls and respond to email discussions, perform volunteer duties.
2. Work with chairs to review applications and make recommendations to the Board