



Chemical Institute of Canada
Institut de chimie du Canada

CIC Fellowship Requirements

Terms of Reference

Deadline: October 1 each year

Who Can be Nominated: Nominees should have been members of the CIC, in good standing, for at least 10 years. In general, candidates should have made contributions in all four areas listed above; outstanding contributions in one area may partially offset weaknesses in another area.

Who Can Nominate: Nominations are made by the CIC membership, either by individuals or by Local Sections and Subject Divisions.

Review: Nominations are reviewed by the Fellowship Committee, which is appointed by the CIC Board of Directors. The recommendations of this Committee are then submitted to the CIC Board of Directors for approval.

How to Nominate: Complete the [FCIC Nomination Form](#) and send it to the awards team at awards@cheminst.ca

Describe the candidate's achievements in a brief paragraph in each of the first four areas, with emphasis on the impact made, followed by detailed documentation of the positions held. A fifth category is included, called Special Achievements, in which a particularly outstanding contribution may be described. Honours and awards should be mentioned in the categories to which they apply.

In addition to the documentation provided by the nominator, statements of support are required from at least three sponsors who are familiar with the candidate's achievements in one or more of the areas. The statements should be specific, giving detailed examples of the achievements of the candidate in the particular areas known to the sponsor. At least one sponsor should be from outside the candidate's organization and need not be a member of the CIC. Sponsors should be provided with copies of these instructions.

Details:

Scientific, Engineering and Technical Contributions: Achievements in this area include both additions to scientific, engineering and technical knowledge, and demonstrated skill in the application of chemistry, chemical engineering and chemical technology. Typical activities include basic or applied

research in university, industry, or government laboratories, process design and development, plant construction, plant and process operation and improvement, technical sales and consulting. Scientific, Engineering and Technical Contributions: Achievements in this area include both additions to scientific, engineering and technical knowledge, and demonstrated skill in the application of chemistry, chemical engineering and chemical technology. Typical activities include basic or applied research in university, industry, or government laboratories, process design and development, plant construction, plant and process operation and improvement, technical sales and consulting.

Describe succinctly, in approximately 250 words, the significant scientific, engineering and technical contributions the candidate has made to the development and application of chemistry, chemical engineering or chemical technology. Developments of a new process or improvements in a process or an invention in use must be adequately established.

Documentation should include the total number of refereed scientific and technical papers, reports, patents and other publications, and provide a list of the ten most significant papers or of those published during the last six years. If these include reports of a restricted nature a statement indicating their significance, preferably prepared by an official within the organization, should be included. For patents, please give the names of the originators, dates, name or descriptive title of the patent and indicate whether it is in active use. Testimonials of technical achievements are acceptable, where written documentation is unavailable. Non-academic members who do not have an external publishing record or who have a minimal record but have published internal reports will be considered.

CIC, CSC, CSCHe, CSCT Activities: These activities are concerned with the building of a stronger CIC, including its Constituent Societies. Typical activities include service as an officer or director of the CIC or one of its Constituent Societies, as a member of the executive of a Local Section, Subject Division, or committee of the Society, as a Faculty Advisor to a Student Chapter, as editor of a publication sponsored by the CIC or a Constituent Society, or as organizer of conferences and other CIC activities. In a brief paragraph, the nominator should describe the particular achievements of the nominee while involved in these activities. This should be followed by a detailed listing of the activities.

Management / Leadership of Science, Engineering or Technology: Management and leadership of the process of scientific discovery and of the application of scientific and engineering knowledge as well as technical skill. Typical achievements include demonstrated skill in leadership positions in universities, industry and government. In a brief paragraph, describe the impact the candidate has made while holding these positions. Follow this with a detailed listing of the positions held, the length of time and the number of people supervised.

Broader professional activities, such as participation in review committees, granting councils, advisory boards and other professional societies and positions such as editor of a scientific or technical journal or organizer of conferences, other than those sponsored by CIC or a Constituent Society, should be documented.

Teaching, Mentorship, and Public Awareness: The teaching of the chemical disciplines to future practitioners at all levels and the communication of chemistry, chemical engineering and chemical technology in the broadest sense to as wide an audience as possible. It should be noted that teaching includes the mentoring of junior employees and associates in a non-academic setting.

The CIC considers that spreading an appreciation or understanding of chemical science, engineering and technology, its role in our society either to future practitioners or the public at large, is an important goal.

The nominator should include a paragraph highlighting the significance of the candidate's achievements in this area. Details concerning the level of teaching, types of courses, the number of students supervised, publication of textbooks or laboratory manuals, should be documented. Examples of mentoring in an industrial or governmental setting should be described. Contributions to public awareness, such as by radio or TV series, public lectures, National Chemistry Week or National Engineering Week, publication of books, magazine or newspaper articles, should also be documented.

Special Achievements: This section is included to allow the nominator to describe the candidate's most outstanding achievements and their significance. Honours and awards should be mentioned in the categories to which they apply. This may provide the main reason for nominating the candidate.

Citation: Describe in 150 words the candidate's most outstanding achievement and its significance. This may be used as part of the announcement of the election of new Fellows.

Optional Material: A résumé (limit 9 pages) may be submitted with the nomination package. This may provide additional information, not necessarily included in the nomination.

Media Contacts: Up to three media contacts should be provided. These can be conventional print media or university, government or industrial contacts. The media contacts will be notified if the candidate is selected for Fellowship.

Sponsor Statements of Support: Include statements of support from at least three sponsors who are familiar with the candidate's achievements in one or more of the areas. The statements should be specific, giving detailed examples of the achievements of the candidate in the particular areas known to the sponsor. At least one sponsor should be from outside the candidate's organization but need not be a member of the CIC.
