

SOCIETY FOR INDUSTRIAL AND ORGANIZATIONAL PSYCHOLOGY  
ADMINISTRATIVE MANUAL

SECTION III F: FELLOWSHIP COMMITTEE

1. Responsibility:

The Fellowship Committee of the Society reviews the qualifications of all persons nominated for Fellow status in the Society, submits candidates' qualifications with recommendations to the Executive Committee for decision and carries forth the required procedures for approved candidates to become Fellows of the Society.

2. Committee Representation:

Members of the Fellowship Committee must be Fellows of the Society.

Reference: Bylaws

3. Criteria for Fellowship

a. Society Fellows

Society Fellows shall be distinguished I/O psychologists who have made unusual and outstanding contributions to the field through practice, research, teaching, administration and/or service..

Fellows of the Society shall at the time of their election to Fellowship have been Members of the Society or International Affiliate Members for no less than two years; they will have received a Ph.D. degree preferably 10 years previously.

As evidence of having made an unusual and outstanding contribution to industrial and organizational psychology, a candidate for Society Fellow status must have done work that is widely recognized and accepted by other members of the Society as having advanced their own thinking and practice. These contributions may be made across the range of employment settings including academia, consulting, private industry, non-profit organizations, and government.

In order for this impact to have occurred, it is generally expected that he or she will have generated new programs, practices, knowledge, or formulations that contribute to practice, methods, or theory relevant to I/O psychology, and that these contributions have been widely communicated through means such as participation in the programs and meetings of

professional groups or associations, and/or set forth in publications generally available to the profession..

Reference: Bylaws

b. Criteria Used by Fellowship Committee

Criteria that are used by Fellowship Committee Members in the evaluation of nominations can be characterized in two interrelated ways: understanding the nature of the contribution(s) and understanding the impact of the contribution(s).

The nature of one's contribution(s) are examined in terms of their demonstrated impact on I/O psychology and its advancement and their contribution to the Mission of the Society, its Core Values and Goals. (Reference: Minutes, January, 2006).

Nominee's contribution(s) and or performance may be characterized as:

- (1) Unusual, positive, having long-term effects
- (2) Influential on persons, organizations, or society at large
- (3) Broad if not deep (i.e., extensive impact on one, or some impact on a large number)

The impact of candidates' contributions may be documented by many different sources. Contributions must be widely known in order to have impact, and the evidence must be in the public domain. Evidence might, include symposia, workshops, invited addresses, publications, awards, many of which will be presented in the Resume or CV and the Nominee's self statement.

Fellowship Committee members, however, ultimately must rely on the testimonials of those who support the candidate's nomination. Evaluated in terms of its informative value and credibility, the endorsements will very likely one of the best sources of evidence the Fellowship Committee will have to consider. When publications and other objective indices are limited, a larger, more diverse set of testimonials may be required to document the outstanding contribution of the candidate. But, testimonials cannot fully substitute for evidence in the public domain.

A list of example criteria appear in **Fellow Status in SIOP**, Exhibit III.F1, available on the SIOP Website under **Fellowship Information**. These benchmarks or indices are used in the evaluation of nominee qualifications for Fellow status. as explained in that document.

The list presented is not exhaustive and, in fact, no single benchmark or index is sufficient; rather, the impact will involve more than one activity and will demonstrate a lasting or sustained impact on I/O psychology. The listing of benchmarks is intended to be dynamic, with future Fellowship Committees enhancing the list as appropriate. Finally, there is no intended order to the criteria, nor expectation that they are independent.

Determination of who is recommended for Society Fellow status is not simply based on trying to add up how many of these are represented in a candidate's curriculum vitae or in sponsor's letters. Similarly, recognition as a Society Fellow is not simply a matter of competency, or a steady and active career in the field. Rather, Fellowship specifically recognizes UNUSUAL and OUTSTANDING contributions to I-O psychology.

- c. The above criteria shall be referenced annually in the Society's primary communication vehicle (*TIP*) when Fellow nominations are solicited and in other communications to members such as all-member emails.
- d. APA Fellows

Fellows of SIOP who are APA members may be nominated at their request, for Fellowship in APA if endorsed by SIOP's Executive Committee; They must have met the standards set forth for Fellow status in the APA Bylaws. These requirements, as well as APA's general criteria for Fellowship, are described on [APA.org](http://APA.org), as well as included within the forms submitted for SIOP Fellow nomination.

SIOP's endorsement of a new SIOP fellow for APA Fellowship shall make clear what evidence is put forward to support the unusual and outstanding contribution or performance of the nominee.

The Chair of the Fellowship Committee submits materials to APA.

- e. APS Fellows

SIOP Fellows may also be recommended for Fellow Status in APS. Fellow status in APS is awarded to APS Members who have made sustained outstanding contributions to the *science* of psychology in the areas of research, teaching, service, and/or applications. Candidates will generally be considered after 10-15 years of outstanding post-doctoral contribution. The specific requirements are set forth on APS's website, [www.psychologicalscience.org/fellows](http://www.psychologicalscience.org/fellows).

The Chair of the Fellowship Committee submits materials to APS recommending newly elected SIOP Fellows who are APS members.

#### 4. Nominations

A Society Member may be nominated for Fellowship by either a Member or Fellow of the Society. He or she must be sponsored by three Fellows of the Society. The nominator may be one of the sponsors if he or she is a Fellow of the Society.

Reference: Bylaws

#### 5. Procedures for Nominating and Electing Fellows

##### a. Generate nominations for Fellowship status

The Fellowship Committee assures that qualified persons are nominated for Fellow status. For example, it may solicit nominations during the Society Conference; put a notice in *TIP*; send an email to Society Fellows, enclosing a list of current Fellows and soliciting nominations and identify specific potential candidates from the list of members and search out potential nominators. A call for nominations should be published in the Spring or Summer edition of *TIP* and an all-member email should be sent in August soliciting nominations..

##### b. Respond to requests from nominators, endorsers and nominees: As of August 2007, all SIOP Fellow Nominations are completed using the Online Nomination Tool accessed on the SIOP Website.

The online document, **Fellow Status in SIOP**, explains in detail the role of each of these (Nominator, endorsers, nominee) and nomination materials that must be filed Online. SIOP has incorporated within its nomination process the APA Fellow application forms: APA Uniform Fellow Application, the Fellow Evaluation Form and the Fellow Evaluation Form Worksheet.

##### c. Nomination filings must be completed by midnight, November 1. At his or her discretion, the Fellowship Committee Chair may extend this deadline or give nominators the opportunity to correct discrepancies in the filed materials.

##### d. Rate nominees

Committee Members access the completed nominations on the SIOP Website and complete an evaluation using the Committee Rating Form. The Chair consolidates the Committee members' ratings and may ask for additional rating or Committee discussion in a telephone conference call.

All nominations are classified as “recommended” or “not recommended” by the Committee, based on the Rating Form. The rating form has ordinarily included a 4 –point rating scale with a space for comments and for an indication that more discussion is desired.. A copy of the Rating Form appears as Exhibit III.F2.

e. Prepare presentation for Executive Committee

The Society Executive Committee elects Fellows. Nominations are presented to the Executive Committee for a vote at its Winter Meeting. Prior to the meeting, the Chair of the Fellowship Committee should prepare a summary sheet with the Committee's recommendation regarding each candidate. The Executive Committee reviews this information and may use it to discuss each candidate..

Members of the Fellowship Committee abstain from voting on candidates for whom they have served as nominator or endorser, or who they feel a potential conflicts of interest might arise as a result of personal or professional relationships with specific candidates. . An example of a candidate summary is given in Exhibit III.F. 3..

f. Notify nominators and candidates of outcome of Executive Committee meeting

Following the Executive Committee Meeting, the Chair of the Fellowship Committee notifies the nominators and candidates of the decisions. Those not elected may be given feedback as to what would strengthen their nomination in the future.

g. Submit recommended candidates to APA

The approved nomination of an APA Member ,at the option of the candidate, is forwarded to the APA Fellowship Committee by its deadline, typically in early February. The APA Liaison to SIOP’s Fellowship Committee will notify the Chair annually of this deadline. Where the APA deadline occurs too soon after the Society Executive Committee Winter meeting for proper preparation of materials, a deadline extension is requested. The APA Fellows Committee meets in March to review all candidates and make recommendations for action at the Annual APA Convention.

In October, the APA Fellows Committee officially notifies the division of the outcome, sends a Certificate to Initial Fellows, and amends APA;s membership record to reflect Fellow status commencing in September. Either APA or the Society Fellowship Committee Chair notifies the nominee of the outcome.

The APA Fellowship Manual describes the history of Fellow status in APA and presents information on the procedures followed and the respective roles of various APA organizational entities in reviewing and approving nominees for Fellowship. Copies of the *Manual* are available from the APA membership office.

- h. Submit recommended candidates to APS. An approved nomination of an APS Member at the option of the candidate is forwarded to the APS Fellows Committee for review. APS reviews Fellow nominations in both the Spring and the Fall. APS or the Fellowship Committee Chair notifies the nominee of the outcome.
- i. New Fellows are requested to attend the Plenary Session at the Society Conference where their election is formally announced by the Committee Chair and they are presented to the attending membership.
- j. The annual calendar of activities of the Fellowship Committee is presented in Exhibit III. F. 4.

## 6. Roster of Society Fellows

The Chair of the Fellowship Committee working through the SIOP Administrative Office will maintain and update a roster of Fellows of the Society on the SIOP Website; the Office will assure that the Membership Directory reflects the status of Fellows.

## 8. Annual Report

The Chair of the Committee will prepare and submit an annual report in the for the Executive Committee, summarizing the Fellowship Committee's activities for the fiscal year.

## 9. Archives

The Fellowship Committee Chair, at the end of the term, shall submit obsolete materials related to this position to the SIOP archives. These materials can be sent to the SIOP Administrative Office, in care of the SIOP Historian. The Nomination materials as well as the Ratings by the Fellowship Committee are maintained on the Society's server for a period of 1 year, when they are deleted.

Exhibits:

- IIIF1 (Fellow Status in SIOP)
- IIIF2 (Fellow Rating Form—take this from Website)
- IIIF3 (Sample Candidate Summary—take one of these from this year)
- IIIF.4 (Annual Fellowship Committee Calendar)

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