

American Association for the Advancement of Sciences (Fellow)

AAAS Nomination Toolkit

The [American Association for the Advancement of Sciences](#) (AAAS) is the world's largest multidisciplinary scientific society and a leading publisher of cutting-edge research through its *Science* family of journals.

[AAAS Fellows](#) are a distinguished group of scientists, engineers and innovators who have been recognized for their achievements across disciplines — from research, teaching and technology; to administration in academia, industry and government; to excellence in communicating and interpreting science to the public.

[Election as an AAAS Fellow](#) is a lifetime honor and all Fellows are expected to meet the commonly held standards of professional ethics and scientific integrity. AAAS strongly encourages nominating a full representation of communities that are underrepresented in science. This includes women, members of minority groups and persons with disabilities.

Fellow nominations may be made by:

1. Three previously elected Fellows who are current AAAS members (a 3-Fellow nomination), so long as two of the three sponsors are not affiliated with the nominee's institution;
2. Steering Groups of the Association's 24 sections; or
3. Chief Executive Officer of AAAS.

Nominees and sponsor eligibility:

1. Eligibility for nomination requires an individual to have been a continuous member of AAAS for four years by the end of the calendar year in which they would be elected.
2. Fellow's can only serve on **two** 3-Fellow nominations in one year.

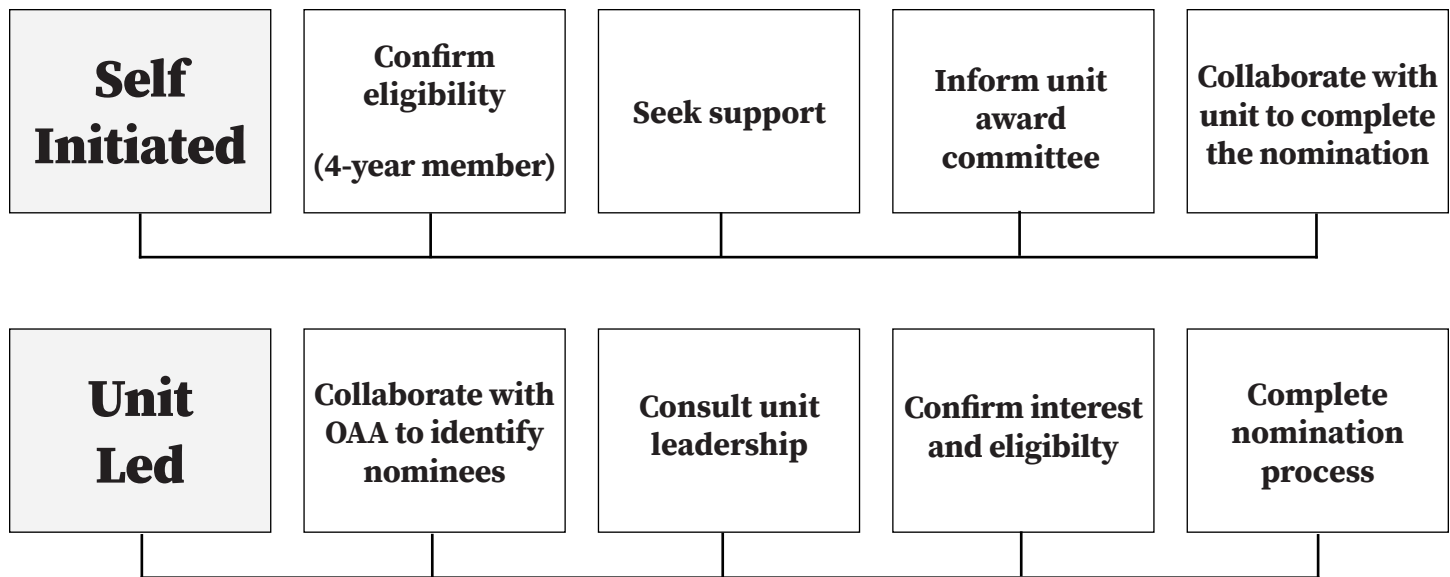
Each 3-Fellow nomination submission must include the following:

1. Completed submission form;
2. List of the nominee's top ten most significant publications;
3. Comprehensive CV that includes a complete list of publications;
4. Letters from each of the three sponsors with an accompanying 'Letter of Recommendation Addendum' attached. One sponsor can be local (from The Ohio State University).

Detailed instructions are available from AAAS on their [current nomination cycle page](#) (updated in January of each year).

Note: A **sponsor is a current AAAS Fellow, who writes a letter on behalf of the nominee.*

Pathways to Award Nomination: Self Initiated and Unit led



Self Initiated	Unit Lead
<p>1. Confirm Eligibility: Verify your eligibility for the AAAS Fellow via email. Must be a member for four years.</p>	<p>1. Collaborate with OAA to Identify Nominees: Email johnson.9545@osu.edu to assist in developing a list of highly suitable candidates for AAAS. <i>*This is a service that's offered and not a required step.</i></p>
<p>2. Seek Support: Inform and seek the support of your dean and unit chair (if applicable).</p>	<p>2. Consult Unit Leadership: Share list of nominees with unit leadership and confirm support.</p>
<p>3. Inform Unit Award Committee: Inform and seek the support of your Unit Award Committee (UAC). The UAC is your primary point of contact throughout the nomination process.</p>	<p>3. Confirm Interest and Eligibility: Communicate with potential nominees and confirm interest and eligibility. Be sure to ask nominees to confirm eligibility via email with AAAS.</p>
<p>4. Collaborate with Unit to Complete the Nomination: UAC will oversee the nomination process.</p>	<p>4. Complete Nomination Process: Unit Award Committees oversee the nomination process and submit compiled packet.</p>

Consider Supporting the Nomination Process Through:

As a self-initiator or a person identified by your unit, you can support the nomination process by assisting in identifying sponsors, preparing information for a potential sponsor, and/or creating a highlight of achievement document. Please note that this is optional.

- 1. Identifying Sponsors:** Develop a list of potential sponsors with assistance from Faculty Affairs (if needed) and the UAC.
- 2. Prepare Sponsor Document:** Create a brief document with the necessary information for the primary sponsor. This can also be useful for the UAC. (i.e., Sponsor Document; Appendix I).
- 3. Highlight Achievements:** Create a brief document outlining the key scholarly achievements you want each sponsor letter to highlight. Alternatively, you may consider writing a draft of the letter for sponsors. (Appendix II).

Sponsor Considerations

- 1. Eligibility:** Ensure that potential sponsors are current AAAS Fellows in good standing. They must also be **up-to-date with their membership**.
- 2. Reputation and Influence:** Choose sponsors who are well-respected in the field and have a strong professional reputation. Their endorsement can significantly strengthen the nomination.
- 3. Familiarity with Nominee's Work:** Select individuals who are familiar with the nominee's scholarly achievements and contributions. They should be able to provide detailed and specific examples of the nominee's impact.
- 4. Diversity of Perspectives:** Aim for a diverse group of sponsors who can highlight different aspects of the nominee's work. This can provide a well-rounded view of the contributions.

Suggested Timeline

January – April Nomination Cycle Open

August – September: Identify potential nominees.

October: Inform and gather support from stakeholders on campus (i.e., dean, chair, and UAC).

November: Confirm nominee eligibility and interest.

December: Develop list of potential sponsors. Dr. Kaprea Johnson from the Office of Academic Affairs (johnson.9545@osu.edu) can assist in developing the list of sponsors, if needed. Primary sponsor identified and request are made for sponsor letters.

January – February: Collect sponsor letters or follow-up.

March: Submit AAAS nomination early, and AAAS will check for completion and any missing components.

April: Deadline for AAAS nominations.

Important Notes

- 1. Website:** <https://www.aaas.org/programs/fellows/current-nomination-cycle>. It is important to review the AAAS Fellows current nomination cycle webpage for up-to-date accurate information.
- 2. The timeline above is a suggestion:** it is possible to complete an AAAS nomination with a shorter timeline. However, it is recommended to get started early. Fellows can only serve as a sponsor for two nominations per year.
- 3. Deadline is typically in April:** Steering group review in spring, council voting in fall, and announcements in late January.

Appendix I

Sponsor Document:

Your primary sponsor will be responsible for submitting your nomination. They will need the information below to submit your nomination packet. To aid in the process, you can gather all the necessary information for the primary sponsor.

The primary sponsor must have the following information for a nomination:

- Nominee's full name
- Institution
- Professional address
- Home address
- Email address
- Current position
- Education
- Past positions
- Select membership in professional organizations
- Select contributions to the advancement of science
- Select awards, honors, citations and special appointments
- The **full** CV of the nominee must be submitted, including a complete list of publications. Bio sketches **will not** be accepted.
- A separate list of the top 10 most influential publications of the nominee must be submitted.

Additional Information needed for nomination:

Three sponsors must each submit a signed, supporting letter on letterhead along with a completed and signed "AAAS 3-Fellow Letter of Recommendation Addendum." It is important that all three letters in support of a nominee be informational, with a clear indication of the areas in which a nominee has contributed and sufficient explanation of why election as a Fellow is justified. Sponsor letters without addendums will not be accepted.

Appendix II

Highlight achievements for sponsors:

Paragraph 1

I am [Your Name], holding a [Your Degree] from [Your University], and currently serving as [Your Position] at [Your Institution]. Over the years, I have made significant contributions to [Your Field], including [Brief Summary of Key Achievements]. I am reaching out to request your support in highlighting [Specific Focus] in your letter, as your expertise in [Sponsor's Field/Area] uniquely positions you to provide a compelling perspective on this aspect of my work.

Paragraph 2

My scholarly identity is centered around [Your Scholarly Identity], where I am known for [What You Are Known for Creating/Investigating]. I have [discovered, revolutionized, illuminated] and made [fundamental, foundational, transformative, landmark....] [highly influential] contributions to..... My work has resulted in [Number] peer-reviewed publications, with an h-index of [Your h-index] and over [Total Citations] citations. I have secured [Amount] in research funding from prestigious organizations such as [Funding Organizations], and hold [Number] patents in [Your Field]. These achievements underscore my commitment to advancing [Your Field] through innovative research and collaboration.

Paragraph 3

Overall, my work has significantly impacted the field of [Your Field], contributing to [Specific Contributions or Advancements]. My research has not only advanced theoretical understanding but also led to practical applications that benefit [Industry/Community/Field]. I am dedicated to continuing this trajectory of impactful research.....[closing sentence].

Strategies for Being Nominated

- 1. Excel in Your Field:** Consistently perform at a high level and make significant contributions. This increases the likelihood that others will notice your work and consider you for nominations.
- 2. Network Actively:** Build strong professional relationships. Engage with peers, mentors and leaders in your industry. The more people know about your achievements, the more likely they are to nominate you.
- 3. Seek Feedback and Mentorship:** Regularly ask for feedback and seek mentorship. Mentors can provide guidance and may also nominate you for awards when they see your potential and accomplishments.
- 4. Publicize Your Achievements:** Share your successes through professional networks, social media and industry publications. This visibility can lead to nominations from those who recognize your contributions.
- 5. Engage in Community and Professional Organizations:** Participate in relevant organizations and contribute to their activities. Being an active member can increase your chances of being nominated by peers within these groups.
- 6. Stay Informed About Awards:** You can align your efforts and achievements with the requirements of potential awards that can lead up to AAAS or other prestigious awards.
- 7. Active Pursuit:** Send updates to colleagues in the field about your achievements and efforts that are moving the field forward.