

SOCIETY POLICY
ESTABLISHMENT OF NEW ASME SOCIETY AWARDS AND CONTESTS

I. PREFACE

- A. By-Law B2.1 states in part, "To promote the art, science and practice of mechanical and multidisciplinary engineering and allied sciences to diverse communities throughout the world the Society shall... Offer awards and other honors to encourage contributions to engineering; confer awards and other honors in recognition of meritorious contributions to engineering ... Encourage the personal and professional development of young engineers."
- B. Society Policy P-5.6, Establishment of ASME Contests, covers ASME contests administered by the Student and Early Career Development Sector. This Policy covers only ASME Society contests administered by the Committee on Honors, as well as ASME Society awards.

II. PURPOSE

To provide minimum requirements for establishing a new ASME Society award or contest.

III. POLICY

- A. The Board of Governors encourages the establishment of (1) awards to recognize achievements and (2) contests to stimulate interest in engineering, provided they are conceived and administered in a manner worthy of the Society's standing and prestige.
- B. To be established as a Society award or a Society contest (as distinct from recognition by a Technical Division, District, Section, Sector, Board or Committee) the administrative procedures and criteria for the award or contest shall be reviewed by the Committee on Honors which shall make recommendations for action to the Board of Governors.
 - 1. In the case of a student award contest, the review and recommendations of the Mechanical Engineering Department Heads Committee and the Public Affairs and Outreach Sector shall precede the review by the Committee on Honors.
 - 2. The Board of Governors or its delegated authority shall designate the recipients of the award or determine the winners of a contest, and the documents attesting to the award or prize shall bear the Society seal and the signature of the President and Executive Director.
 - 3. The Committee on Honors shall appoint the committee that nominates award recipients or judges the contest.
- C. New awards should not supplant existing awards without good reason and should not be in conflict with existing awards.
- D. In general, proposed awards should have a record of success at the divisional level before being proposed as Society level awards. Similarly, Society level awards should revert to divisional level awards when and if activity or demand wanes.

- E. Additional guidelines for new honors and awards are appended.

IV. PROCEDURE

The proposal for the establishment of a Society award or contest shall include all information listed in items 1 through 6:

1. The name of the award or contest which shall identify it as an ASME Society award or contest, e.g., ASME George Westinghouse Medal, ASME Arthur L. Williston Award Contest.

A Society Award may be named for a corporation. A formally executed agreement between the named corporation and ASME is required. Key issues in the agreement must include: (1) purpose of the award, (2) general selection criteria, (3) formal title of the award, (4) guidelines for use of the corporation's name and/or logo in written material associated with the award, and (5) modification or termination conditions

2. A clear statement of the attainment to be recognized by the award or the requirements of the contest including a definition of the fields of engineering to be covered. If several fields of engineering or Society activity are recognized by the award or involved in the contest, the proposer shall be joined by bodies that have competence in those areas.
3. A statement of the need for the award or contest, particularly in relation to other ASME awards or contests and other Society awards or contests in the field of engineering or activity in which the proposed award or contest is being offered.
4. A description of the award or prize, whether medal, plaque, certificate, honorarium, monetary prize or other form. All awards and prizes shall include a certificate describing the attainments of the recipients and bearing the Society seal and necessary signatures. The artwork for a medal, plaque or similar symbol shall be approved by the Committee on Honors.
5. Assurance by the Committee on Finance and Investment the minimum funding required as established by the Board of Governors has been met.
6. Donor(s) and proposer(s) are encouraged to anticipate alternate purposes for funds when the primary purpose of the proposed award is no longer feasible.
7. Suggested rules for the administration of the award which shall include:
 - a. provision for the selection of the members or the committee which nominates recipients of the award or judges the contest;
 - b. statements of the methods to be used in securing suggestions for nominees or participants in the contest;

- c. description of the criteria and method of selecting nominees or contest winners for recommendations to the Board of Governors for action; and
- d. provisions for a periodic review of all the details of the proposed award or contest including name, purpose and attainment to be recognized and criteria for selection of the nominees. If an award becomes unsustainable due to changes in technology, modifications in the internal structure of the Society, or insufficient endowment, a discontinuation or merging into a newly renamed award may be the outcome of the periodic review. The original donor(s) or proposer(s) will be consulted if possible.

Responsibility: Committee on Honors
Adopted: February 2, 1968
Revised: June 24, 1969
December 4, 1975
November 19, 1982
(editorial changes 6/88)
(editorial changes 6/01)
March 15, 2003
September 29, 1972
November 18, 1980
(editorial changes 6/87)
March 17, 1995
September 21, 2002
June 1, 2005
February 19, 2009
(editorial changes 7/2012)
November 16, 2013
February 13, 2014

P-3.2 Appendix:
NEW ASME SOCIETYWIDE HONORS AND AWARDS

Introduction

With the dramatic changes in technology, the role of mechanical engineering is also undergoing a revolutionary shift. This will necessitate major innovations in education, research and applications of the discipline. ASME, as a responsible guardian of the mechanical engineering profession, must recognize and reward those who provide outstanding leadership to such innovative contributions. Consequently, it will be prudent for the Society to reconsider the existing honors and awards structure to assess its relevance to a changing profession. Some current awards may require major revisions. Entirely new honors or awards may need formulation. Such an assessment will demand broad participation by all components of the Society in addition to the Honors Committee.

In such a review the issue of establishing standards is of primary concern. Organizations and individuals within ASME who suggest, review and present the awards or honors must seek to uphold the highest standards. Anything less will reflect adversely on the award or honor, the recipient, and the Society.

Below are some general guidelines for establishing new ASME Society-wide awards and honors.

Guidelines for the Establishment of New ASME Society Awards

These guidelines deal with general and special achievement awards as well as with literature awards.

- (1) Awards should not supplant or replace existing awards.
- (2) Awards should cover a broad enough field to show a significant contribution to the art, science or practice of engineering. For awards dealing with technical matters, this normally implies that they span at least the range of activities covered by one technical division of the Society, although it is preferred that their scope be broader.
- (3) Outstanding leadership in the profession may be a sufficient reason for an award. Another may be the development of a major engineering concept and its successful transfer into practical technical applications or commercial products. However, the contribution for which the award is granted should have an impact beyond a single organization, whether this is a company, university or government laboratory.
- (4) While service to ASME may be taken into account in newly established awards, it alone should never be a primary reason for establishing an award.
- (5) One measure of the contribution by a nominee for an award shall be that its significance has a long-range impact.
- (6) Literature awards shall normally be reserved for material that has been published in the permanent (archival) literature.

- (7) The Committee on Honors will use multiple criteria to evaluate new award proposals. For awards proposals that originate from the units, these criteria will include active unit membership; conference(s) regularly organized; journal(s) sponsored/co-sponsored; industry impact; health of a unit award program; and appropriate award funding. For awards not associated with a unit, appropriate criteria will be used.

Funding of New Awards

- (8) Persons or groups interested in seeking funding for a new award should check with the Committee on Honors before initiating any fund raising. The Society awards will fall into two categories:

Category I – Highest Honors. The Committee on Honors will recommend the nominees for Category I to the Board of Governors for final action. These will include the current ASME Honorary Member and the ASME Medal.

Category II – High Honors. The Board of Governors will delegate authority to the Committee on Honors for these awards.

- (9) The minimum endowment amount for any Society-wide award will be \$75,000 to support a \$2,000 honorarium, travel supplement and associated award costs (for medal, plaque, certificate).

A suitable transition period will be allowed for endowment funding level adjustments for the affected existing Society awards.

Areas for Possible New Awards

Today's engineering activities increasingly involve teamwork that extends beyond the scope primarily associated with mechanical engineering. This broader scope may also involve other areas of engineering or science, business practices, government activities or interaction with society at large. ASME must be prepared to recognize achievements within this wider frame of reference. Accordingly, the Committee on Honors will give special consideration to proposed new awards that go beyond the narrow confines historically associated with mechanical engineering.