

Guidelines and Procedures for CSME Technical Awards

These Guidelines will also apply to the current CSME Jules Stachiewicz Medal, which is a biennial Technical Award recognizing outstanding contributions to the field of heat transfer in Canada.

Technical Awards Description

The CSME Technical Awards were created to be prestigious awards that recognize truly outstanding achievement in broad technical disciplines in Canada, specifically: Heat Transfer, Fluid Mechanics, Solid Mechanics, Manufacturing, Mechatronics, and Emerging Technologies. In October 2019, the Board agreed to have new medals minted, each corresponding to one of the disciplines. The technical medals are to be awarded (potentially) once every two years: nominations for Fluid Mechanics, Solid Mechanics and Manufacturing awards were considered for the first time in October 2019 (for potential awards at the 2020 CSME Congress in Charlottetown, PEI) but no award was made. The awards for Heat Transfer (Stachiewicz Medal), Mechatronics and Emerging Technologies will be considered for first-time presentation at the 2021 CSME Congress in Edmonton, AB (submission deadline will be 30 September 2020). This cycle will repeat in the fall every 2 years and each winner will be expected to present a plenary lecture at the next annual Congress.

Eligibility Criteria

The outstanding achievement of each Technical award winner may be in the form of a single contribution which is groundbreaking, or a body of work which is widely recognized as contributing to the discipline in an exceptional way. Nominees must be members of the CSME. If no nomination is submitted in a given year that meet these standards of quality, then no award will be made that year.

Nomination Package

A complete nomination package for a CSME Technical Award must include:

1. A letter from the Nominator on institutional letterhead (max. 2 pages) which provides a detailed appraisal of the nominee's achievements in the specific field of the award and explains why he/she is deserving of the award. The nomination letter should clearly state what the candidate has accomplished that is relevant and innovative, and its impact on the field. The letter should only be as technical as is necessary to make the case and should avoid jargon, unexplained acronyms, etc. Specific indications of national and international impact, recognition and reputation will be helpful. The letter must also indicate clearly the nominator's relationship, if any, to the nominee, the nature of his/her personal knowledge of the nominee's research, and any collaboration that they may have had.
2. A letter of support for the nomination on institutional letterhead from an individual who is in the technical field of the award being considered and who is at arm's length from the nominator. The letter must state any relationship he/she may have with the nominee and the nominator, as well as verify that he/she has personal knowledge of the nominee's research, has read the nomination letter and agrees completely with its contents.
3. The nominee's CV (max. 10 pages in 12 font) which has been abbreviated to address those aspects relevant to the CSME Technical Award being considered and stripped of all content relating to teaching and administrative contributions.
4. A short citation (max. 70 words) which includes the nominee's full name, institution, and discipline. Written for non-specialists, it should briefly summarize the technical achievements and impacts which have made the nominee worthy of this CSME recognition.

The complete nomination package must be sent to the CSME Executive Director not later than midnight on 30 September of a given year to be considered for the following year's awards ceremony.

Decision-Making Process

The CSME Awards Committee will form the base selection committee for consideration of CSME Technical Awards so that there is uniformity of standards between the various technical fields in which awards are made. However, for each Technical Award consideration, the selection committee will be augmented by 2 individuals in that technical field, chosen by the appropriate Technical Committee Chair and which may include that Chair. All persons on the selection committee must be at arm's length to the nominees being considered and must declare any conflict of interest, real or perceived.

1. If more than a single nominee is considered worthy of the award being considered, selection shall be by majority vote of all eligible committee members. No award should be made without such a majority vote. If only a single nominee is considered worthy of the award, then the decision to make the award must be unanimous.
2. The names of all nominees shall be kept confidential within the Committee making the award decision with only the winner (if any) and the number of nominees (if desired) being made public.