

Council of Fellows

The Council consists of all Professional members who have been designated as Fellows.

The Chair of the Council of Fellows serves a two-year term of office and is selected by the following procedure:

- Nominations for Chair take place in odd numbered years at the meeting of the Council at the Annual Conference. Additional nominations can be made on the ballot.
- Voting is held in conjunction with the annual IDEC officer elections.
- The Chair is elected by a simple majority of the ballots cast by Fellow Members.
- The Chair takes office at the end of the meeting of the Council at the Annual Conference in even-numbered years.

Fellow status for Professional members of IDEC is selected by the Fellows Selection Committee from nominations and approved by the Council of Fellows. The following procedures guide the selection process:

Criteria for elevation to Fellow in the Interior Design Educators Council

Fellow status is a professional membership category designed to honor an IDEC member who has demonstrated:

1. Sustained and significant participation in the Interior Design Educators 1. Council; and,
2. ongoing and valuable contribution to interior design education.

Procedure

The vote of the Fellows Selection Committee (FSC) and of the Council of Fellows (COF) is based on the documentation submitted rather than on personal knowledge of the nominee.

Both criteria for elevation to Fellow must be considered in deliberation, but both need not be equal in magnitude. Naming a Fellow(s) each year is not a requisite. The following deadlines must be observed:

Timeline

- **Annual Conference** – Call for nominations for Fellows Selection Committee (FSC). FSC to consist of five members: Chair of COF to serve as Chair; two members of the Committee to be elected each year for a two-year term of office (Chair, COF initiate).
- **May 1** – Distribute ballots for election of FCS (Chair, COF initiate).
- **Spring Newsletter** – Call for nominations for Fellow (Chair, COF initiate).
- **June 1** – Return FSC ballots to IDEC Headquarters (COF initiates).
- **June 15** – Notify IDEC Headquarters to act as receiver of nominations with instruction to forward nominations to Chair, COF (Chair, COF initiate).
- **October 1** – Submit nominations with complete documentation to Chair, COF c/o IDEC Headquarters (Professional Member of IDEC initiates).
 - Letter of nomination
 - List of nominee's relevant achievements
 - Letters of support from three additional IDEC Professional Members in good standing who have been Professional Members for at least three years.
- **October 30** - Review nominations for compliance with criteria. If received before the deadline and incomplete, the nondonorator will be contacted, so advised, and permitted to

complete by the deadline. If received after the deadline and incomplete, the nominator will be contacted and advised that the nomination cannot be considered, but may be completed and resubmitted in a subsequent year (Chair, COF initiates).

- **November 15** – Convene FSC and review nominations (Chair, COF initiates).
- **January 15** – Report recommendations of the FSC and forward list of achievements and ballots to COF (Chair, COF initiates).
- **February 15** – Vote on recommendations of FSC (COF initiates).
- **March 1** – Notify Chair, COF, of results of voting and prepare certificates (Executive Director initiates).
- **Annual Conference** – Announce new Fellow(s) (Chair, COF initiatives).