

## **E-SWAN Awards Committee (AwCom) bylaws**

### ***1. Preamble***

The Awards Committee (AwCom), as part of the International Not-for-Profit Association "European Space Weather and Space Climate Association", hereafter E-SWAN, is governed by the bylaws laid out in the subsequent Articles. The Awards Committee has full and sole authority and responsibility to establish, approve, and eventually modify its Bylaws under the condition that they remain consistent with the E-SWAN Statutes and associated Bylaws. The Awards Committee Bylaws, and changes to them, must be approved by the Awards Committee through absolute majority vote. Once these Bylaws and changes to them are approved by the Awards Committee, they should be reported to the E-SWAN Executive Board (EB). The EB has four (4) weeks to provide their feedback. The Awards Committee will then address the EB comments and the process reiterates until agreement is reached.

### ***2. Objectives and tasks***

At the time of its creation, the Awards Committee inherits the full responsibility of the three International Space Weather and Space Climate Medals: Kristian Birkeland, Baron Marcel Nicolet, and Alexander Chizhevsky (description in Section 3).

The three medals are awarded under the sole responsibility of the E-SWAN Awards Committee. The Awards Committee is responsible for defining the criteria for the awards, announcing the call for nominations, forming the review panel(s), collecting and reviewing the nominations, as well as deciding the winners of the awards. Finally, the Awards Committee organises the Medal Ceremony that typically takes place at the European Space Weather Week (ESWW). In this case the ceremony organization is in conjunction with the ESWW Programme Committee (PC) and the ESWW Local Organising Committee (LOC).

The awards must be publicised and motivated on the E-SWAN webpage dedicated to the Awards Committee.

The Awards Committee may decide to skip (not award) one or more awards, or even cancel the entire award contest in any given year.

The Awards Committee may decide to issue new awards or recognitions related to Space Weather and Space Climate.

### ***3. Description of awards***

Currently, there are three International Space Weather and Space Climate Medals: Kristian Birkeland, Baron Marcel Nicolet, and Alexander Chizhevsky. They were created in 2013 to celebrate the 10th anniversary of the European Space Weather Week. The Awards Committee may decide on creating other awards or recognitions in the frame of Space Weather and Space Climate. The newly created awards or recognitions should be based on compliance with the inspiring values and principles of E-SWAN.

#### **3.1. The Kristian Birkeland Medal for Space Weather and Space Climate**

The Kristian Birkeland Medal is awarded for outstanding achievements in combining basic and applied research, and in developing essential Space Weather and/or Space Climate products used across scientific disciplines and/or even outside the research community. The work must have led to a better physical comprehension of the solar-terrestrial phenomena, to a crucial improvement of Space

Weather and/or Space Climate modelling, or to a new generation of observational techniques or instruments.

### **3.2. The Baron Marcel Nicolet Medal for Space Weather and Space Climate**

The Baron Marcel Nicolet Medal is awarded for outstanding achievements in educating and serving the Space Weather and Space Climate community, for binding it together in a spirit of peace and friendship, fostering collaboration and cooperation, and/or for going even beyond the Space Weather and Space Climate research community by engaging larger audiences.

### **3.3. The Alexander Chizhevsky Medal for Space Weather and Space Climate**

The Alexander Chizhevsky Medal is awarded to an early career scientist in recognition of outstanding achievements in Space Weather and Space Climate with an innovative approach. The nominee must be an early career scientist within eight (8) years of receiving his/her PhD at the time of nomination. The period may be increased for a career break (such as for periods of sickness, military service, parental leave, and other care duties which took them away from their scientific work), it is at the discretion of the Awards Committee to include its duration.

## **4. The Awards Committee**

The International Space Weather and Space Climate Medals are the full responsibility of the Awards Committee that is part of E-SWAN.

### **4.1. Composition of the Awards Committee**

As long as the Awards Committee handles the Kristian Birkeland, Baron Marcel Nicolet, and Alexander Chizhevsky medals, it is formed by:

- The Chairperson of the Awards Committee;
- One representative from the E-SWAN Executive Board, whose nomination should occur within three months following the Medal Ceremony;
- One representative from the European Space Weather Week (ESWW) Program Committee (PC), whose nomination should occur within three months following the Medal Ceremony;
- One representative of the E-SWAN Publication Committee, whose nomination should occur within three months following the Medal Ceremony;
- Winners of the three (3) previous years are invited to participate to the Awards Committee. Note that if there is no medal awarded in a given year, then the previous medalist remains on the committee, *i.e.* all medalists are asked to help to distribute three (3) medals before stepping down.

It is required to be an E-SWAN member to be a member of the Awards Committee. It is not a requirement to be European or to work in Europe to be a member of the Awards Committee.

The Awards Committee designates a Vice-chair from amongst its non-*ex-officio* members.

The Awards Committee designates one representative to the E-SWAN Council.

### **Changes in the Awards Committee composition:**

In case the Awards Committee decides to create other Space Weather and Space Climate awards, its composition should be revised accordingly, and new bylaws should be written by the Awards Committee.

In case the Awards Committee decided to make an agreement with another body (*e.g.* an Academy of Sciences), upon a vote by the E-SWAN General Assembly to approve this agreement, the composition of the Awards Committee and its bylaws should be revised accordingly.

The Awards Committee is responsible for keeping the number of members constant (13, including the Chairperson). Should one or more past medal winner choose to step down from the Committee early, or not take up their role on the Committee, then the Chair shall look for a substitute in the following order: first within the previous medalists, second within the other E-SWAN committees, and third any other E-SWAN member. Should an *ex-officio* member step back, then a new member should

be nominated by the relevant body at the earliest possible time. This applies until new awards or recognitions are issued. In this case, the number of members can change and new Bylaws are needed.

#### **4.2. The Chairperson of the Awards Committee**

The term of office as Chairperson of the Awards Committee is four (4) years. However, during the transition period in 2024, this term is only one year, when the last Chairperson of the formal International Space Weather and Space Climate Medals Committee becomes automatically the E-SWAN Awards Committee Chairperson for this first year (2024).

##### **Role and Duty of the Chairperson:**

The Chairperson organises the method of working, the schedule, and the meetings of the Awards Committee.

The Chairperson checks that each nominee satisfies the criteria for the appropriate award.

The Chairperson participates in all the discussions during the reviewing and selection process, however, is exempt from voting, but may cast the deciding vote for all cases when the vote is tied.

The Chairperson organises the Medal Ceremony. If the Medal Ceremony is to be held at ESWW then the organisation is done in conjunction with the ESWW PC and the ESWW LOC.

When a new Chairperson is elected, the previous Chairperson of the Awards Committee transfers all documents and information relevant to the Awards Committee to the new Chairperson. This task must be completed within three months after the election of the new Chairperson.

The Chairperson is responsible for keeping every action of the Awards Committee members compliant with the inspiring values and principles of E-SWAN.

##### **Nomination and election of the Chairperson:**

The last Chairperson of the International Space Weather and Space Climate Medals Committee is assigned to carry out the transition to create the E-SWAN Awards Committee in 2024. She becomes automatically the first Chairperson of the newly-formed Awards Committee, but only for one year (in 2024). This does not count towards any future opportunities for being nominated by the Awards Committee search committee and therefore does not disadvantage the person in any way from serving a full term if they are subsequently elected and nominated as the Awards Committee Chair at the first General Assembly vote on the Awards Committee Chair.

The Chairperson of the Awards Committee is elected by the E-SWAN General Assembly (GA). A Chairperson may be immediately re-elected to the office only once, and thus serving a maximum of eight (8) years as Chair (not counting the 2024 arrangements). If a Chairperson of the Awards Committee leaves office before the expected end date, the Vice-chair shall immediately replace him/her until a new Chairperson is elected, and a search committee must be set up immediately. The Chairperson can only be revoked with just cause by the resolution of the E-SWAN GA.

Six (6) months before the new Chairperson should be elected at the E-SWAN GA, the Awards Committee forms an internal search committee of 3-5 members. The Chairperson of the Awards Committee cannot be a member of this search committee; however, the search committee may ask the existing Chairperson to serve as an advisor. The members of this search committee must declare to have no conflict of interest with their role in searching for the new Chairperson. The search committee must include the *ex-officio* member from the E-SWAN Executive Board.

The search committee publicises the Chairperson's open position through E-SWAN and any possible media, and proposes criteria for nominations. The search committee must also publicise the date of the election. The search committee pro-actively contacts potential candidates and solicits their applications.

Anyone can stand as a candidate to become Chairperson of the Awards Committee (self-nomination) or proposed by someone (third-party nomination). A third-party nomination is only possible after the candidate has been informed and accepted to be nominated.

The criteria for being eligible are:

- The nominee must be a member of E-SWAN.
- The nominee must have experience with reviewing applications of award nominations (or similar activities) in either national or international boards.

The eligible applicants or nominees must provide a one-page motivation letter and a CV. Deadline is two (2) months before the election date. The applicants and nominees must be approved by the Awards Committee four (4) weeks prior to the election. No later than three (3) weeks before the election date, the Awards Committee sends the list of nominees to the E-SWAN Executive Board along with their motivation letters and CVs. The E-SWAN Executive Board is responsible for organising the vote.

Whatever the number of candidates, the one who is elected is the one who gets the largest number of valid votes (blank votes and abstentions are not taken into account) in a single round of voting. In the event of a tie, the two leading candidates are separated by a vote in which only they are allowed to participate. This vote is repeated until one of them comes out on top. The Awards Committee Chairperson or the E-SWAN Executive Board may request a one-week break between two tie-votes. In this case, the E-SWAN Executive Board is responsible for organising the rest of the election process.

The in-coming Chairperson of the Awards Committee shall take office four (4) weeks after the election.

## ***5. Selection process of the medalists***

The medals are distributed every year at the discretion of the Awards Committee. Typically, the call for nominations come out in Spring, the nominations are received during Summer, the selection process is finalized in September, and the medal winners are announced in October/November.

Medal recipients' work must be relevant to Space Weather and/or Space Climate. Their work must be documented in peer review journals or book chapters, or it must be a technological contribution that has led to a fully implemented new Space Weather and/or Space Climate capability. The work must also be internationally recognised.

A same nominee can be nominated to different medals at once, and even win different medals the same year provided the nominators are different for each medal. A single person can act as a nominator for up to three different candidates in different categories, but not more than one person for each category. A candidate who has won a medal in one year may be nominated for another medal in a subsequent year. However, he/she becomes ineligible for a medal he/she has already won. Note that Awards Committee members cannot be nominators or nominees.

The Awards Committee may decide not to distribute a medal if there is no suitable candidate nominated.

## ***6. Medal Ceremony***

The Kristian Birkeland, Baron Marcel Nicolet, and Alexander Chizhevsky medals are typically distributed every year. The Medal Ceremony usually takes place during the annual European Space Weather Week (ESWW) in Autumn and must be organized in agreement with the ESWW PC and LOC. Each medalist is asked to give an invited talk in a dedicated session at ESWW.

## ***7. Budget***

The budget for the medal and certificate production, dissemination costs, and other related expenses must be approved by the E-SWAN EB on yearly basis, and it is paid from the E-SWAN budget after the approval. This budget also includes ESWW fee waiving for awardees of a year.

## ***8. Dispute Resolution***

The Chairperson of the Awards Committee must bring any dispute that fails to be resolved within the Awards Committee to the attention of the E-SWAN Executive Board, which has the task to find and implement a resolution.