



AMERICAN INSTITUTE of  
BUILDING DESIGN

**TO: ALL NOMINATORS**

**FROM: NATIONAL AIBD HEADQUARTERS**

**RE: COLLEGE OF FELLOWS ELECTION**

---

Enclosed please find a copy of the College of Fellows requisites for nomination and a nomination sheet.

Any AIBD Professional Member may nominate another AIBD Certified Professional Member in good standing for the AIBD College of Fellows. You may nominate someone from another state or another chapter if you think a member is qualified for the College. The College is responsible for controlling the openings available in the College and may induct new members at any time. Therefore, there are no specific deadlines for submitting nominations. All nominations received will be held by the elected jury within the College and will be reviewed from time to time.

Please make this information known to members any members and distribute the requisites and nomination forms as requested. Please look on-line for the PDF or contact the national office at (800) 366-AIBD.

**The next scheduled induction is August 10, 2019 at the Sheraton Sand Key Resort, Clearwater Beach, Florida.**

**Nominations received on or before April 30, 2019 will be considered for the August 10<sup>th</sup> induction.**



## Instructions

The honor of membership in the **College of Fellows** may be bestowed upon a Professional Member of the American Institute of Building Design who is certified by the National Council of Building Designer Certification and has notably contributed to the advancement of the building design profession by excellence in design, or by excellence in design in combination with excellence in education, literature or public service.

Nominations for this honor may be made by AIBD Professional members. Such nominations shall be addressed to the College of Fellows and sent to the AIBD National office. Nominees will be evaluated by a jury composed of three "Fellows" elected in the year the College decides there are enough nominees for consideration.

The attached **Qualifying Requisites** will serve as a guide in the selection of nominees.

Please read the Qualifying Requisites thoroughly, and send the nominations to the Institute office, addressed to:

**Send original copies to:**

American Institute of Building Design  
Attn: College of Fellows  
725 N A1A, Suite E-108  
Jupiter, FL 33477

**Send faxed copies to:**

866-204-0293

**Send electronic copies to:**

[college@AIBDmember.org](mailto:college@AIBDmember.org)



## COLLEGE OF FELLOWS

### QUALIFYING REQUISITES

#### FORWARD:

The recognition and stature of building design as a profession has been achieved and continues to develop through the ceaseless and untiring efforts of your Institute and those members elected by you to plan and guide its destiny. We have taken our place among other professions such as architect, engineer, physician, attorney and teacher. Among professional societies, it is a well know and established custom that outstanding ability, or notable contributions reflecting prestige and profound esteem on the profession by an individual member, be recognized and accorded a rank of honor. By distinction befitting the feat accomplished or the person served, and to bear witness to the respect held by all Institute members for that individual's achievement.

#### REQUISITES:

A guideline has been established to assist you in your evaluation of a possible nominee's qualifications, pursuant to elevation to the College of Fellows. The following brief remarks are pertinent to the four eligibility categories listed and established as the basic criteria for all present and future considerations.

#### IN GENERAL:

Elevation to the College of Fellows is not intended, nor will it be conducted on the basis of a popularity contest among members. It should be obvious that popularity alone is not the criterion for judging professional excellence or accomplishments. Neither will regular attendance to meetings alone, nor long and meritorious service to the Institute be considered as sufficient qualifications, for under such measure, many would qualify. Instead, selection for the College of Fellows will be made after a very thorough and careful review of all the qualifications of the various candidates nominated for that honor. Since membership in the College will be limited to a small percentage of the total Certified Professional Membership, it is very apparent why each candidate must be completely qualified for such elevation.

#### (1) In Design of Buildings (Required)

This in itself is self-explanatory and indicates outstanding and notable design of projects and/or buildings for which the nominee has had full responsibility.

#### (2) In Education

This refers to and denotes an outstanding contribution in teaching of others the art of drawing, design, drafting, and participating in the dissemination of the knowledge of building design or architecture in any of its myriad forms, such as planning and design,



specifications, supervision, public relations, project management, administration, quality control, etc. This can be more specifically construed to mean, "Imparting your knowledge to others", and does not include the personal education the nominee have received, citations or degrees held by them from colleges or universities, etc.

(3) **In Literature**

This refers to published works and writings of importance in relation to the profession of design, or its allied fields. It does not mean short articles of momentary or passing interest, explanations or descriptions of projects, methods or procedures relative to current jobs, but may involve extensive new and/or unique methods or procedures.

(4) **In Public Service**

This refers to outstanding projects, programs or planned research, all leading toward and contributing to the improvement of, or adding to the professional dignity and stature of the profession or the Institute. This can take varied forms, either all within the Institute or outside the Institute, or a combination of both. It must, in some respect add to the prestige of AIBD either directly or indirectly.

**JUSTIFYING DOCUMENTS:**

Documents supporting nominations of a member must include the application and two letters of recommendation. The letters must include at least one person outside of AIBD, such as a public official, engineer or architect. Any document not sent electronically, faxed or are not readily reproducible, such as photos, etc., shall be provided by nominators in a quantity of three. If original drawings are submitted in support of the design nomination, they shall be submitted electronically or in a quantity of three. Any designs considered in the selection process, must be the original work of the nominee.



AMERICAN INSTITUTE of  
BUILDING DESIGN

## COLLEGE OF FELLOWS

### NOMINATOR'S INFORMATION

Print Your Name \_\_\_\_\_

Signature \_\_\_\_\_

AIBD Member's State of Residence \_\_\_\_\_

Chapter, if Applicable \_\_\_\_\_

Date \_\_\_\_\_

- Notify the nominee if selected.
- Notify the nominator, if the honor is to be a surprise.

**Note:** The College of Fellows considers this information CONFIDENTIAL, and therefore requests that copies of this form be filed only with the AIBD College of Fellows.

### NOMINATION

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

AIBD Member: \_\_\_\_\_ CHAPTER Affiliation: \_\_\_\_\_

The above Professional Member of the American Institute of Building Design, certified by the National Council of Building Designer Certification, is being nominated to fellowship in the American Institute of Building Design in the following eligibility category:

- In the Design of Buildings (Required)
- In Education
- In Literature
- In Public Service



