



TO/À: Members of Construction Specifications Canada

FROM/DE: Nick Franjic, CAE, Executive Director/directeur administratif

À PROPOS: College of Fellows - Call for Nominations

DATE: December 4, 2019

I am contacting you with respect to nominations to the College of Fellows. The College of Fellows is comprised of individuals who have made outstanding contributions to CSC and whose role is to provide the Executive Council and Board of Directors with input and guidance in the direction and operations of CSC. As a member of CSC, you are entitled to nominate or endorse the nomination of a member for Fellowship. In addition to having made a significant and conspicuous contribution to CSC, candidates for Fellowship shall have been a member of the Association for a continuous period of at least ten (10) years. The nomination process requires that a letter of support for the candidate's nomination to the College be provided by each of the seven CSC members who have signed the nomination form.

Although any member of CSC may make a nomination for Fellowship, voting for the College of Fellows is restricted to members of the College. In any year, no more than one new Fellow per thousand or per part thousand Association members shall be elected except that should circumstances arise which would justify additional elections to Fellowship, the College of Fellows may sanction an increase.

If you wish to nominate an individual to the College of Fellows, please provide the following information:

- 1 Name, address, and Chapter affiliation of the nominee.
- 2 Occupation of the nominee.
- 3 Offices and appointments held in CSC by the nominee (past and present), and previous awards.
- 4 Reasons for the nomination with details, letters, or other available documentation.
- 5 Letters of support for the candidate's nomination to the College provided by each of the seven CSC members who have signed the nomination form.
- 6 Signature of at least seven nominators with printed names representing at least three (3) Chapters.
- 7 At least three (3) of the nominators must be Fellows.
- 8 Date of forwarding the nomination.

Nominations must be received by the CSC Office no later than February 18, 2020.

Please use the back of this memorandum as your basic nomination form to which you may add additional detail as required.



Construction Specifications Canada
NOMINATION FOR
FELLOWSHIP FOR YEAR 2020

DATE: _____

Dear Chancellor

We hereby nominate _____, member of the _____ Chapter, for Fellowship in Construction Specifications Canada. We believe that the nominee has made an outstanding contribution to the enhancement of the Association and is worthy of Fellowship in CSC.

The qualifications of the nominee for Fellowship are as described in this submission and supported by the following CSC members:

Member Name	Signatures*	Chapter
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____
6. _____	_____	_____
7. _____	_____	_____

**Signatures of at least seven CSC members from a minimum of three chapters are required. At least three of the nominators must be Fellows of CSC. All seven members may sign the same form, or each member may sign a separate form. If separate forms are used, the names of all nominators must appear on one cover form. All members who have signed the form (or forms) must also submit individual letters of endorsement.*



PRIMARY CONTACT INFORMATION *(Name and information of nominator)*

Full Name: _____ Address: _____
Phone: _____ Email Address _____

INFORMATION TO BE PROVIDED TO SUPPORT NOMINATION
(Italicized wording is provided as instruction and should not be included in the text)

- 1. Nominee’s full name: _____
- 2. Nominee’s principal occupation : _____
- 3. Nominee’s business address, phone, and email: _____

- 4. CSC Fellow Nomination Form *(signed and dated)*
- 5. Date nominee became a member of CSC
- 6. Education *(CSC and other, c/w dates)*
- 7. Professional registrations and certifications
- 8. Professional honours and awards received from CSC and relevant non-CSC organizations *(include a brief text of the honour or award citation)*
- 9. Elected and appointed positions held within CSC at the Chapter and Association level c/w dates.
- 10. Provide explanation of how the nominee has made an outstanding contribution to the enhancement of CSC and the Association’s goals at both the chapter and national level. Include discussion of the nominee’s publications, if any, activities that have advanced construction communications and/or CSC education programs, as well as their service to the Association.
- 11. Exhibits *(Attach letters of endorsement from CSC members who have signed the nomination.)*

Return this form and attachments completed as required before February 18, 2020.
Executive Director
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