3.11 TAB HALL OF HONOR SELECTION COMMITTEE CHARTER

A. GENERAL

The TAB Hall of Honor Selection Committee reports to, and is a Committee of, the TAB Management Committee.

B. SCOPE

The TAB Hall of Honor Selection Committee shall oversee the Hall of Honor and nominations process for honorees. The TAB Hall of Honor is established to honor those persons, living or deceased, who have made major contribution(s) to IEEE Technical Activities. Contributions must benefit more than a single Society or Council.

Specifically, the candidate's contributions must:
- Be of benefit primarily to Technical Activities as a whole; contributions may benefit the entire IEEE so long as the primary benefit is to Technical Activities.
- Should result in substantial improvements, such as finance, operations, or cooperation.
- Be of direct and enduring impact.

The list of Honorees is maintained on the TAB Hall of Honor webpage.

The Committee may recommend up to three recipients in a given year.

Sitting members of TAB, members of the Selection Committee and staff are ineligible to be considered. To better judge the permanence of the accomplishment, consideration of a nomination by TAB is permitted only after one year has elapsed from the accomplishment or the death of the nominee in the case of a posthumous nomination.

Current members of IEEE staff and members of the Selection Committee are ineligible to nominate or act as a reference. Candidates may self-nominate.

C. FUNCTIONS

The TAB Hall of Honor Selection Committee shall:

1. Stimulate nominations for the TAB Hall of Honor, which should strive to reflect diversity with respect to such factors as gender, geographical region, and professional sector (academia/industry/other).
2. Review nominations for the TAB Hall of Honor.
3. Present to the IEEE Technical Activities Board, a slate of candidate(s) for approval to be inducted into the TAB Hall of Honor. TAB may approve all or any subset of the slate. The approve candidates will be invited to receive the honor at the November TAB meeting.
4. Promote the "TAB Hall of Honor" to assist in stimulating nominations.
5. Update the Hall of Honor nomination template, as needed.

D. COMPOSITION

The TAB Hall of Honor Selection Committee shall consist of at least six (6) and not more than (9) voting members. There are no non-voting members.

E. MEMBERSHIP REQUIREMENTS

1. Members of the Committee shall be IEEE members holding a grade of Graduate Student Member, Member, Senior Member or Fellow grade, and shall be present or past voting members of TAB.
2. Diversity of Committee members with respect to such factors as gender, geographical region, and professional sector (academia/industry/other) is strongly encouraged. The Committee membership should strive to reflect the diversity of the IEEE membership.

F. APPOINTMENTS AND TERMS OF OFFICE

1. The Committee Chair, appointed by the membership of the committee from among the membership of the committee, shall serve a one-year term, with reappointment permissible for a maximum tenure of three years.
2. The Chair may appoint a Vice-Chair from among the voting members of the Committee.
3. Selection Committee members serve a three year term. Terms are staggered, with a minimum of two members appointed each year by the Vice President, Technical Activities of that year. Reappointment is permissible for a maximum tenure of six (6) years.

G. VACANCIES

If a vacancy occurs, the current VP Technical Activities shall appoint a replacement for the remainder of that term. Partial terms thus served shall not count against the maximum service defined above.

H. COMMITTEES REPORTING TO THE TAB HALL OF HONOR SELECTION COMMITTEE

1. Committees

There are no Committees reporting to the TAB Hall of Honor Selection Committee.

2. Ad Hoc Committees

The Selection Committee can create an Ad Hoc Committee to address a specific issue. The scope, membership, source of funding, and expected duration of each such Ad Hoc Committee shall be specified at the time of appointment.

The activities of an Ad Hoc Committee are expected to be completed by the end of the calendar year of the Committee's formation, at which time the Ad Hoc Committee shall terminate. Ad Hoc Committee term extensions in increments of one calendar year or less may be made by the Selection Committee, the Vice President-Technical Activities, or Vice President-Elect, Technical Activities, as needed.

I. MEETINGS

1. Electronic mail, teleconference and other non face-to-face means may be utilized for the transaction of business and for the conduct of interim meetings as called by the Chair.
2. A majority of the voting members of the Committee shall constitute a quorum.
3. Voting shall be conducted in accordance with Robert's Rules of Order. The Committee Chair shall not vote except if the vote is by secret ballot or unless the Chair's vote can change the outcome of the motion.

J. REPORTS

The Committee Chair will provide a report to TAB during the June OU series presenting the list of recommended inductees for approval. The Committee Chair will produce reports on its activities as appropriate, but not less than once per year. These reports are forwarded to TAB Management Committee and TAB. Interim reports should be provided as requested.

K. FINANCIAL AND ADMINISTRATIVE SUPPORT

FINANCIAL

The Committee conducts business electronically. Travel reimbursement shall be available to the Committee Chair on an "as required" basis. Travel reimbursements for other Committee members shall not normally be available.

New inductees to the TAB Hall of Honor shall be presented at the November TAB meeting and, if necessary, travel reimbursement shall be available.

ADMINISTRATIVE

Updates to the TAB Hall of Honor webpage are done by Technical Activities Staff. This webpage is the virtual home of the TAB Hall of Honor and its list of honorees. IEEE does not maintain a physical presence for the Hall of Honor.

L. CHANGES TO CHARTER

Changes to this Charter must conform with IEEE governing documents and shall be approved by TAB.

As approved by TAB November 2021