



**International Colour Association  
Internationale Vereinigung für die Farbe  
Association Internationale de la Couleur**

## **AIC Standing Rules**

### **Guidelines for the AIC Colour Award in Art, Design and Environment**

(approved by the members of the 2014-2015 AIC Executive Committee)

#### **The Award**

The AIC Colour Award in Art, Design and Environment is established to recognize those who excel in the areas of design, art, architecture and humanities.

The Award is presented every two years, at AIC Congresses and Midterm Meetings.

The Award is not made posthumously.

#### **Award Committee**

The Award Committee has the responsibility of selecting who should receive the Award. The committee is chaired by the current AIC Vice President.

The Award Committee is made up of past winners of the Award and former AIC Presidents who are invited to serve by the Vice President.

The membership of the committee is at the discretion of the Vice President and would normally be comprised of as many members as possible, making an odd number.

Nominated persons and persons who have made nominations cannot take part on the Award Committee.

#### **Nominations**

Individuals or teams of more than one person can be nominated for the Award. The preferred procedure is that people are nominated for the Award by AIC regular members, the nominations being conveyed to the Vice President by the regular members' representatives to the AIC or by their presidents.

Nominations can be initiated by an individual or group within an AIC regular member. Nominations can also be initiated by members of the current or immediate past AIC Executive Committees, or by AIC individual members. But such nominations should then be processed through a regular member and should have the support of that organization.

Past recipients of the Award may also make independent nominations, but those who make such nominations should not serve on the Award Committee.

## **Documentation to Support Nomination**

A nomination for the Award should be supported by two documents:

- A statement outlining the nominee's contributions.
- A curriculum vitae with the nominee's contact information, important biographical facts (i.e. education degrees with years), membership affiliations, list of publications, awards they may have received in the past from other color organizations, etc.

## **Procedure**

The following is a suggested timetable for the various stages in the process:

Twelve months before the Award is to be presented the Vice President sends a call for nominations, addressed to AIC regular members and individual members, current and immediate-past members of the AIC Executive Committee, and past winners of the Award. At this point, the call for nominations can be published in places like the AIC Newsletter and appropriate color journals.

Three months are allowed for the preparation of nominations. Once all nominations with supporting documentation have been received, and after the deadline for nominations has expired, the Vice President invites past recipients of the Award and past AIC Presidents to serve on the Award Committee, taking into account that those who have made nominations or are nominated cannot serve on the Award Committee. Given this restriction, the number of members of the Award Committee should be the highest possible, making an odd number.

The Vice President sends copies of the nominations, with the supporting documentation, to the members of the Award Committee. Two months are allowed for each member of the Award Committee to vote for one nominee, the one who the member of the Award Committee considers that should be awarded. These votes are sent individually to the Vice President.

In the event that there is a tie among two or more nominees, or that the votes do not point to a clear winner by a simple majority, the Vice President reports the results to the members of the Award Committee, then the nominees having received the lowest number of votes are dropped from the list, and another round of votes is conducted with the remaining nominees, until a clear winner appears.

One month is allowed for determining who should receive the Award. Then, the Vice President reports to the President.

All the previous process and reports should be handled by the Vice President in such a way as to maintain the confidentiality. Only the Vice President should know who voted for whom.

Six months before the Award is to be presented the President notifies the winner. The winner is invited to present a special lecture at the Congress or Midterm Meeting at which the Award will be presented.

If the winner accepts this invitation a sum of money equivalent to US\$ 2,000 will be provided for travel assistance; the winner would be a guest of the Congress/Midterm Meeting with registration fee waived. If the Award goes to a team of researchers, then the sum of US\$ 2,000 is given to the individual who will travel to deliver the Award lecture.

The AIC regular member hosting the meeting where the Award will be presented should actively pursue sponsorship for the Award. In the case of finding a sponsor, absolute independence must be guaranteed with the Award Committee and the process of selection.

When the President has heard from the winner that the Award will be accepted the Vice President contacts the members of the Award Committee to let them know who the winner is.

The winner tells the President who would be the appropriate person to deliver the citation to be read out at the Award ceremony. The President then invites that person to give the citation during the Award ceremony. The citation will be published in the proceedings of the Congress or Midterm Meeting.

The Vice President contacts all those who sent nominations to tell them whether their nominations were successful or not.

In cases where the nominations are unsuccessful, and if the nominees are aware that they had been nominated, the nominating organizations pass on the information to their nominees.

The Vice President sends an announcement of the winner to all AIC members and to all members of the AIC Executive Committee. At this point the name of the winner can be made known to the general public.

### **Confidentiality**

The names of the unsuccessful nominees are to remain confidential. The details of the votes made by each member of the Award Committee are to remain confidential; they are not to be revealed to other members of the Award Committee, nor to the AIC President or the other members of the AIC Executive Committee. Only the Vice President, who coordinates the whole process, should know these details.

### **Presentation of the Award**

The Award is to be presented by the AIC President during the Congress or Midterm Meeting; the occasion is to be agreed upon between the recipient of the Award and the organizing committee of the Congress or Meeting.

The presentations can be made at a special session of the Congress or Midterm Meeting, at the AIC Assembly, or during the Congress or Meeting banquet.

### **The AIC Colour Award in Art, Design and Environment Lecture**

If the winner accepts the invitation to present a special lecture, that lecture would be given after the presentation of the Award.

The lecture would be a highlight of the Congress or Midterm Meeting and would be published in the proceedings. The preferred arrangement is for a plenary session of the Congress or Midterm Meeting to be set aside for the AIC Colour Award in Art, Design and Environment Award ceremony and the lecture. The format for this session would be as follows:

- The session is chaired by the Vice President who begins with the formal announcement of the winner.
- The citation is read by the winner's friend/colleague.
- The President congratulates the winner and presents the Award.
- The winner gives the AIC Colour Award in Art, Design and Environment lecture.