**SCHEDULE “A”**

**(Revision #1 dated May 20, 2022)**

**Canadian Biomaterials Society
(the, “Corporation”)**

**Policy: Appointment of Fellows of Biomaterials Science and Engineering (FBSE) to the International Union of Societies for Biomaterials Science and Engineering (“IUSBSE”)**

1. The IUSBSE sets the general guidelines to be considered for appointment of fellows. As set out by the IUSBSE guidelines, all member societies may establish their own process for nominations, but these nominations must be conducted and evaluated by the current fellows of each society in a confidential manner. These guidelines and criteria for the nomination of fellows must be followed regarding the selection of nominees for fellows to be considered from the Corporation.
2. A minimum three-member FBSE Fellowship Committee (“**FFC**”) shall comprise Canadian fellows inducted in the immediate-past cycle. In the event that the immediate-past inductees are below three, additional fellows inducted from the previous round will be appointed by the immediate-past cycle fellows to serve in the **FFC**.
3. The FFC will openly seek nominations. Only active Canadian fellows can nominate a candidate. Based on scholarly work, contributions to the Canadian Biomaterials Society, and other evidence of impact as provided in the nomination package, the FFC will adjudicate and compile a shortlist not exceeding twice the number of fellows to be elected. The FFC will advance the shortlisted candidates to the general votes by all Canadian FBSE fellows (using a secured and confidential medium) at least eighteen (18) months prior to the World Congress meeting. From the date of receipt of these materials, at the discretion of the fellows, a meeting may be set up to discuss the candidates. Regardless, fellows will vote (using a secure method) and conclude the nomination of individuals at least thirteen (13) months prior to the World Congress meeting. FFC committee members may participate in this voting. There is no requirement that a candidate be nominated, likewise, there is no requirement that only one candidate can be nominated. The number of candidates nominated is at the sole discretion of the FFC.
4. The names of the candidates to be elected (based on the general vote) will be provided to the Corporation’s board of directors, secretary and treasurer. This information will be held in strict confidence until the World Congress meeting, where it will be announced. After this time, the Corporation may post the results using any media deemed appropriate by the board of directors.
5. The FFC or the Canadian representatives to the IUSBSE will also be responsible for submitting fellow nominations to the IUSBSE for their consideration according to meeting their deadline for the World Congress presentation.
6. Fellows may be stripped of this designation according to the guidelines set out by the IUSBSE. Should a fellow (living or deceased) be found to not uphold the guidelines set forth by the IUSBSE, current Canadian fellows (in good standing) are charged to set up a committee numbering no less than ten (10%) percent of current living fellows with the express purpose of investigating any claims against one of their own fellows. This process should be held in the strictest of confidence. After evaluating the circumstances and discussing with the fellow in question, only if these Fellows agree (with a vote totaling greater than ninety (90%) percent of the total votes cast) should the results of this investigation be made available to the entire group of current fellows. The fellows may then vote to determine if it should be recommended that the investigated fellow be stripped of the FBSE designation. A vote of greater than eighty-five (85%) percent of the votes cast in favour of stripping a fellow must be obtained before supplying a recommendation to the IUSBSE for this purpose.
7. Prior to providing a recommendation to strip a fellow of this status to the IUSBSE, the fellows will inform the board of directors of the Corporation regarding their decision.
8. The fellows are responsible for initiating, evaluating and recommending the removal of the fellow. They are also responsible for communicating this decision to the IUSBSE committee.