

## THE-ICE Frame of Reference – Fellow of THE-ICE Awards

### 1. Background

THE-ICE is committed to the sustainable enhancement of quality of education, training and research in the fields of tourism, hospitality, events and culinary arts (TH&E) through the recognition, benchmarking, development and promotion of excellence.

Operating with an ethos of collegiality, THE-ICE has developed a number of procedures to facilitate recognition, including the conferral of the ‘Fellow of THE-ICE’ award during THE-ICE’s International Panel of Experts (IPoE) Forum each year. Outstanding individuals may be nominated by representatives of accredited member institutions, in recognition of their ambassadorial role and significant contributions to TH&E education and training.

The inaugural Fellow of THE-ICE awards were presented in 2012 at the 6<sup>th</sup> IPoE Forum, hosted by the Emirates Academy of Hospitality Management in Dubai, United Arab Emirates.

THE-ICE website details the recipients of the Fellow of THE-ICE accolade.

### 2. Selection Process

THE-ICE Board of Directors shall determine the Fellow of THE-ICE recipients each year, according to the following selection process:

#### 2.1. Nominations

Nominations must be made using the prescribed nomination form and be submitted for consideration by THE-ICE Board on or before the 30<sup>th</sup> May each year.

#### 2.2. Eligibility for nomination

2.2.1. A key objective for bestowing the Fellow of THE-ICE awards is to extend THE-ICE’s global network and visibility. Nominees are therefore **not** required to belong to THE-ICE member institutions. However, all nominees must qualify by having made an outstanding contribution to TH&E higher education, training and/or research in either of the following capacities:

- An academic of at least five years standing in higher education in the fields of TH&E;
- A TH&E industry professional of at least five years standing; or
- have made a significant and demonstrable positive contribution to THE-ICE.

2.2.2. The criteria for determining ‘outstanding contribution’ is detailed in 2.3 below. However, nominees are expected to have demonstrated their **active** and **sustained** support of either:

- A member institution of THE-ICE;
- The ethos of THE-ICE; and/or
- The strengthening of ties between TH&E industry and TH&E higher education, training and/or research.

2.2.3. Executives of THE-ICE and Directors of THE-ICE Board are not eligible for nomination throughout the duration of their term in office.

#### 2.3. Criteria for measuring outstanding contributions

2.3.1. If the nominee is an **academic** as described in 2.2.1 above, the following criteria shall be used to measure their outstanding contribution:

- External or internal recognition of teaching and/or research quality in the form of prizes, awards or fellowships.
- Invitations to present at national and/or international TH&E education/industry conferences.
- Level of engagement with industry in education delivery and/or research activities.
- Development of education and/or research good practices.
- Development of creative or innovative ways to create and share knowledge.
- Research grants for the development of TH&E education programs.

- Impact of the nominee’s research on TH&E theory and practice.
  - Invitations to join Editorial Boards of published and reputable journals.
  - Contributions as a referee for reputable journals and conferences.
- 2.3.2. If the nominee is an **industry professional** as described in 2.2.1 above, the following criteria shall be used to measure their outstanding contributions:
- Significant and demonstrable contribution to positive developments within the TH&E industry.
  - Awards for industry achievements or excellence.
  - Invitations to present at national or international TH&E education/industry conferences.
  - Level of engagement with education institutions in advisory, training and/or research activities.
  - Contributions as a judge or a referee for national or international TH&E competitions.
- 2.3.3. Persons who are not from academia or industry may be considered for nomination of the Fellow of THE-ICE awards, on the basis of their **outstanding contributions to THE-ICE**, in which case the following criteria shall be used;
- Demonstrable contribution to the vision and commitment of THE-ICE to excellence in TH&E education, training and/or research, including active promotion of THE-ICE brand in the global arena.
  - Demonstrable active and sustained support of either a member institution of THE-ICE, the ethos of THE-ICE, and/or the strengthening of ties between TH&E industry and TH&E higher education, training and/or research.

### 3. Presentation of Fellow of THE-ICE award

The award ceremony will take place during the annual THE-ICE IPoE Forum and recipients are expected to make every effort to attend in person. However, if the confirmed Fellow is not available to attend in person, they are invited to nominate a representative to accept the award on their behalf and are required to provide a video (approximately 3 minutes) of their acceptance speech to be shared with the Forum participants at the ceremony. In addition, Fellows are requested to supply at least one photograph and a bio-sketch for inclusion in both the awards ceremony and on THE-ICE website.

### 4. Conduct of Fellows of THE-ICE

Recipients of the Fellow of THE-ICE award are expected to continue to make a positive contribution to THE-ICE, by promoting their fellowship and the organisation when and wherever possible. Furthermore, recipients are expected to avoid acting in a manner that may be damaging to THE-ICE, its members, or its ethos.

### 5. Withdrawal of Fellow of the-ICE

In the unusual and unlikely event that a recipient of the Fellow of THE-ICE is considered to have failed to conduct themselves in a manner commensurate with their position as Fellow (as described above), the following procedure may be evoked;

#### 5.1. Appeal for withdrawal

Representatives of current accredited member institutions, Directors of THE-ICE Board and Executive of THE-ICE are entitled to make appeals for withdrawal of Fellows of THE-ICE. Appeals must be made in writing to the CEO and/or Chair of the Board, providing details of the basis for the appeal and collaborating evidence.

#### 5.2. Consideration and decision of appeal

THE-ICE Board will consider and determine whether the appeal is approved and the award of Fellow of THE-ICE withdrawn from the named recipient.