

MINUTES OF RSAI COUNCIL MEETING: TORONTO, NOVEMBER 2006

Present: Bob Stimson (chair), Antoine Bailly, Dimitris Ballas, Peter Batey, Roberta Capello, Paul Cheshire, Graham Clarke, David Edgington, Raymond Florax, Yoshiro Higano, Randy Jackson, James LeSage, John Madden, Phil McCann, T. John Kim, Jan Oosterhaven, Mark Partridge, Jessie Poon, Jacques Poot, John Quigley, Roger Stough, Jean-Claude Thill, Brigitte Waldorf, Jouke van Dijk.

1. Apologies: Antoine Bailly, Lay Gibson.

2. Minutes of last meeting: Accepted

3. Matters arising: None

10 Election of At-large Council members (item 10 brought forward by the Chair)

Graham Clarke announced that Carlos Azzoni (Brazil) and Juan Cuadrado Roura (Spain) had been elected to serve on Council from 2007. Council offered their congratulations. The number of votes cast was over 500 which is pleasing to see.

4. Progress with new Sections of RSAI

Bob Stimson updated Council on developments with new sections around the World. In particular, he noted the success of the inaugural meetings in Chile and Malaysia. Developments in Colombia and Bangladesh were also moving forward well. Progress in India was slower than we had hoped although the Indian section is currently compiling e-mail addresses for its members so they can participate in e-membership. Yoshiro Higano updated Council on the situation in China. Key personnel had been identified to take matters further and there was real optimism that a management Board or Steering committee could be formed in 2007.

Bob Stimson thanked Yoshiro Higano for his excellent work in developing new sections through PRSCO.

5. RSAI Fellows appointment procedure review

John Quigley summarised the report of the Steering Committee set up in Volos. He noted that it was agreed 5 years ago in Barcelona to review procedures in 2006. The report was largely based on the results of a questionnaire sent to all Fellows and Council members.

The report and its recommendations (see Appendix A) were accepted. The Committee members were thanked for their efforts. The Committee of Fellows to oversee the Fellows selection process for 2007/08/09 is Luc Anselin, Manfred Fischer, and Richard Arnott. Luc will be Chair in 2007, Manfred in 2008, and Richard in 2009. It was suggested that the informal lunch for Fellows introduced in Toronto could be repeated in subsequent years.

Action: Graham Clarke to liaise with Luc Anselin to inform the membership of the nomination process for 2007, which will need to be completed by early April so that the first of the new Fellows awards can occur from the PRSCO meeting in Vancouver in May 2007.

11 Web developments and Newsletter (item 11 brought forward by the Chair)

Randy Jackson outlined various scenarios for the future management and funding of the website. He also questioned the need for the newsletter in its current form as it duplicated information found on the website.

After a lengthy discussion it was agreed that the newsletter should be discontinued and that the web would be promoted as a live and continuous newsletter via more frequent alerts to the membership. More discussion was needed on funding and level of service from Randy's group.

Action: Roger Stough proposed that himself, Graham Clarke and Randy Jackson bring a formal proposal on funding to the Vancouver meeting. In the meantime Randy and Graham would prepare monthly 'news alerts'.

6. New RSAI awards

Bob Stimson presented a revised paper outlining three new awards to be initiated in 2007. This paper was accepted (see Appendix B).

The Kohno prize will be managed by Bob Stimson, Roger Stough, Antoine Bailly and Paul Cheshire.

The Martin Beckmann award will be managed by the current editorial team of Papers in Regional Science plus three Fellows chosen by Jouke Van Dijk. It was agreed that the Martin Beckmann prize for best paper in PiRS will carry a cash award of £500.

The Peter Nijkamp award will be managed by Roger Stough, Phil McCann and John Quigley. The winner of the Peter Nijkamp award would be funded to present their paper at one of the 3 supra-regional meetings and also be encouraged to submit to PiRS.

7. Finance and budget proposals

Dimitris Ballas and Graham Clarke presented the audited accounts for 2005 and the budget proposals for 2006-2008. The 2005 accounts were accepted (See attached PDF file).

It was noted that the forecasts would need to be amended to take into account the new prizes and the potential web charges.

8. Papers in regional Science and the proposed new Regional Science Policy and Practice journal

8.1 PiRS

Editor-in Chief Raymond Florax reported that the transition to the new editorial team was underway and it was expected to be smooth and timely. Issues 1 and 2 for 2006 were out and proofs for issues 3 and 4 were at Blackwell and should be out before the end of the year. A special edition on 'Knowledge networks and Innovation' would make up the content of volume 1 for 2007.

Bob Stimson thanked Raymond Florax for his considerable efforts over many years in enhancing the journal.

The new Editor-in Chief Jouke Van Dijk then introduced the proposals for the new editorial team and Council were happy to ratify these. James Le Sage was welcomed to the editorial team and Charlie Karlsson was appointed as Book Review Editor.

For 2007 the new electronic submission and referee processing software should be in place allowing a more streamlined review process and allowing papers to be viewed on-line prior to formal publication.

Jouke appreciated the initiation of the Martin Beckmann prize which would help to promote the journal. Jan Oosterhaven asked the editorial team to consider revamping the current 'research notes' section.

8.2 RSPP journal proposal

There was a long and wide-ranging discussion on the proposal for a new Regional Science Policy and Practice journal. It had been agreed in Volos to ask for advice from a publishing consultant. That report by David Hill had been completed and circulated to the publication sub-committee. There was again widespread agreement that there is a need for such a journal but some debate over target audience and format etc. Some Council members feared that the content may be too close to that of PiRS. Paul Cheshire proposed that RSAI should put the call for an editorial team (with an outline of proposed format and policy for the journal) out to open competition. Interested parties could then suggest how they would apply the remit for the new journal. Peter Batey also encouraged the use of review papers and commissioned papers in the early days of the journal.

Action: Paul Cheshire and Bob Stimson to amend the proposal in light of the discussions and then the document to be circulated to RSAI members calling for expressions of interest from potential editorial teams.

9. RSAI fund raising

Roger Stough outlined his thoughts on long term fund raising. In particular he suggested RSAI should look at mechanisms for increasing endowment funds and also look to organisations such as 'Templeton' to support RSAI in the developing world.

Action: Roger Stough, Geoff Hewings and Charlie Karlsson to form a fund raising sub-committee.

12. RSAI development activities for 2007

Bob Stimson reported that amendments to this paper which had been approved at the Volos meeting had been completed (see Appendix C)

13. Supra-regional reports

13.1 NARSC: Jean-Claude Thill reported the largest ever NARSC meeting in Toronto with over 550 delegates and 20 student entries for the student prize fund. He also reported the future NARSC meetings: 7th-11th November 2007, Savannah; 2008 New York; 2009 San Francisco and 2010 Denver. NARSC had also discussed the future reorganisation necessary to include sections from South America. A draft constitution had been discussed and the detail will now be worked out with help from PRSCO.

13.2 ERSA: Paul Cheshire reported on the success of the EU grant (250000 Euros) to set up three summer schools. The first in Groningen had been a great success. The 2007 school would take place in Bratislava on the theme of 'spatial feedback and interactions'. The Volos conference had also been a great success attracting over 650 delegates. The 2007 ERSA conference will take place in Paris followed in 2008 by Liverpool. As far as new sections are concerned great promise lies in the Ukraine and discussions were now on-going. Paul Cheshire also noted the agreement to appoint an administrator and a new office in Belgium.

13.3 PRSCO: Yoshiro Higano noted the success of the inaugural meeting of the Malaysian section in Kuala Lumpur in July 2006. It was hoped that Bangladesh will be the next new formal section and their inaugural meeting will be in Dacca 16th-17th March 2007. All RSAI members were encouraged to try and attend. This will be followed by a summer school in Bangladesh in 2008. If discussions with China go to plan then China might be asked to host the 2009 PRSCO meeting. The 2007 PRSCO meeting will be in Vancouver, 6th-9th May.

Bob Stimson thanked all 3 representatives of the Supra-regions for their excellent service to RSAI.

14. Long Range Planning Committee

In the absence of Antoine Bailly, Peter Batey reported.

14.1 The LRPC is heartened to hear of progress with new sections and promised to keep working with the Indian section to reinvent regional science in India.

14.2 The LRPC discussed the potential candidates for the next presidency (following Roger Stough). Ideally this person should come from ERSA.

Action: Council members to suggest names to Antoine Bailly.

15. RSAI World Congress, 2008

Bob Stimson reported that flyers had been placed in the delegate pack for Toronto and would likewise be available at PRSCO (Vancouver) and ERSA (Paris).

16. Date for next Council meeting:

Wednesday May 9th 2007, 12.00-14.00 in Vancouver during the PRSCO meeting (lunch provided)

17. AOB

17.1 David Edgington gave a brief summary of arrangements for Vancouver - more details available on RSAI website.

17.2 Bob Stimson thanked the retiring members of Council: Roberto Camagni, Brigitte Waldorf and Raymond Florax.

17.3 Roger Stough announced that the World Bank was interested to discuss a network of regional science in Latin America. Roger was encouraged to take this forward.

Graham Clarke,
Executive Director
November 2006

APPENDIX A; PAPER ON RSAI FELLOWS APPOINTMENT PROCEDURE

When the resolution proposing the creation of Fellows of the RSAI was adopted in 2002, it was agreed that a review be conducted within five years. This document constitutes that review. The designation of RSAI Fellows was initiated to recognize the scientific and scholarly contributions of small set of members of the Association. This recognition was to be distinct from service to the Association or to the governance of the RSAI. During the 2002-2006 period, a total of 27 Fellows have been selected, including 7 based in Europe and 2 in Asia. The remaining 18 Fellows are currently based in the U.S. or Canada. (But, of course, many of these are neither U.S. nor Canadian nationals.) By discipline, 11 are recognizable as geographers, 11 as economists, and 5 as professionals in planning, engineering, etc. (But this distinction is quite artificial, since so many scholars with degrees in regional science, geography, economics, and planning conduct very closely related research.) The procedures for election have included formal nominations and recommendations, the circulation of credentials to all Fellows, and a vote organized by one of the recently elected members. The number elected in any year has varied between 4 and 10, depending upon the consensus among the Fellows. How well is the process working? We sent out a request for comments and suggestions to each member of the RSAI Council, to the Long Range Planning Committee, and to each of the elected Fellows. A copy of our request is enclosed. The responses received suggest that senior members of the Association are generally pleased by the outcomes of the selection process. However, one commenter remarked that relatively "few non-US Fellows were elected." But that person surmised, "I believe this is culture. Europeans...have less automatic self esteem...." Another commenter remarked, "I see too much of a North American bias." That person speculated that "existing members propose friends and colleagues...." In fact, however, currently Fellows are explicitly prohibited from nominating new Fellows. None of the other 55 people to whom our letter was addressed raised this issue. However, one European member did recount an awkward moment which arose because the European Organizing Committee had not been informed that two members would be recognized as Fellows in Volos. We conclude from this that there is little or no regional or disciplinary "bias" in the election of Fellows, but that attention should be paid to dispel any perception of regional bias. This means, for example, that these honors should be just as highly publicized in European (and Asian) RSAI meetings as they have been in North American meetings. We also conclude that the current selection rule barring Fellows from nominating other Fellows be retained, at least for now. (At some point, as the number of Fellows is increased, this prohibition will have to be lifted. But for now, we should go to considerable lengths to dispel any perception that Fellows are selected through cronyism.)

There was some commentary that the number of Fellows selected so far had been "too large." One person remarked that "these should be a maximum to the number of Fellows and that that maximum will soon be reached." In fact, there is a maximum, five percent of the membership, but that number is on the order of 100-150 Fellows. At the current rate, the maximum will not soon be reached. Another person suggested that the addition of ten new members in 2006 "smacks of grade inflation." This person continued, "I would favour keeping the Fellows scheme small and seriously distinguished...." (It is worth noting that this respondent is not currently a Fellow.) In contrast, one respondent suggested that the "right number" of Fellows to be elected

each year was "about ten." Again, none of the other 54 people whom we consulted raised this issue. We note that the RSAI has been established for over fifty years, and the Fellows award has existed for only five years. So it may be natural that more Fellows are elected in the early years than in the steady state. We also note that the honorific Fellows in similar organizations (e.g., the Econometric Society) number close to five percent of the membership in the steady state. We do agree that it is prudent to proceed slowly and cautiously in adding to the list of Fellows. But we see no evidence that the current numbers elected -- averaging 5-6 a year, up to 10 in any year -- is excessive.

We also asked senior members of the Association to consider the potential role of the RSAI Fellows in the Association. One person suggested that Fellows be invited to comment on the proceedings of Council meetings and to assist in the governance of the RSAI. We think it would be unwise to adopt this suggestion, in large part because the Fellows are not selected for (and may have no comparative advantage in) administrative ability. For some of the Fellows, their tangible attachment to the RSAI is their willingness to travel long distances regularly to present scholarly papers at meetings such as these in Toronto. A large number of respondents did suggest that the Fellows as a group could perform two useful and important roles for the Association. First, they could be asked to organize a session at each of the supra regional meetings (and the world congresses) on some topic chosen by them. Second, they could be asked to perform "ambassadorial" roles in RSAI initiatives, particularly at external meetings where the Association seeks cooperative new programs or new national sections. Recent initiatives in China, Malaysia, and Chile come immediately to mind. These suggestions seem eminently reasonable. Indeed, they utilize precisely the comparative advantages of Fellows: providing some scientific leadership (but not organizational leadership) to the Association; and increasing the visibility of the Association in external settings ("showing the RSAI flag," in the words of one commentator). There remains the question of the internal organization of the Fellows. It should be stressed that the implementation of the Fellows initiative owes an enormous debt to one person, David Boyce. Boyce managed the transition to an election process in 2002 and oversaw the passage of the election responsibilities to a recently elected Fellow during each of the years 2003 through 2006. Without his generous attention, the program would have floundered. But there are now 27 Fellows rather than a dozen, and the group could easily exceed fifty in a few years. A more durable and redundant organizational structure is appropriate. One organizational structure would involve the Fellows' designating a troika with staggered three-year terms. The troika would choose a new member each year from those newly elected. The senior member of the troika (i.e., the member in her third year) would be responsible for organizing the annual election and for acting as contact person for the RSAI President and the Executive Secretary. This would include implementing initiatives (such as organizing sessions at meetings) at the request of the President. Of course, other organizations are possible.

We recommend:

1. That the election procedures for the selection on new Fellows be retained in current form, for now; 2. That the RSAI Council take steps to publicize the Fellows program appropriately and evenhandedly in all three supra regions, so as to increase awareness,

to stimulate Fellow nominations among RSAI members, and to increase visibility in the wider international scholarly community;

3. That the President and the RSAI Council be encouraged to involve the Fellows in organizing one session at each of the major supra regional meetings and congresses; 4. That the President and the RSAI Council be encouraged to involve the Fellows in external meetings, cooperative programs, and related initiatives; 5. That the chair of this ad hoc committee be directed to facilitate agreement of the Fellows on a simple organizational structure. This structure should be sufficient to ensure continuity of the organization and designation of a Fellow as the contact person for the President and Executive Secretary of the RSAI; That the chair of this ad hoc committee be directed to report back on the organization so chosen by the Fellows at the next meeting of the RSAI Council; 6. That a review such as this one be conducted again after five years have elapsed.

APPENDIX B: NEW RSAI AWARDS

Background

Following the receipt of the Report of the Task Force on RSAI Member Services at the November 2006 meeting of the RSAI Council in Las Vegas, it was decided that a document be prepared proposing the establishment of a number of new RSAI Awards. The Immediate Past President and the President of RSAI were asked to collaborate to prepare a document setting out the goals and procedures for a number of new awards.

A document proposing a number of new RSAI Awards was prepared and submitted for discussion at the meeting of the RSAI Council in Volos in September, 2006.

The RSAI Council agreed to establish the following three new RSAI Awards.

- I. The Hirotada Kohno Award for Outstanding Service to the RSAI
- II. The Martin Beckmann RSAI Annual Award for the Best Paper in Papers in Regional Science
- III. The Peter Nijkamp RSAI Research Encouragement Award for an Early Career Scholar from a Developing Country.

The Council also requested the President to bring to the next meeting of the RSAI Council in Toronto in November 2006 revised proposals for two further new RSAI Awards.

Details of the three new RSAI Awards approved by the RSAI Council and the procedures for nominating and selecting recipients of the three new RSAI Awards are set out in this document.

- I. The Hirotada Kohno Award for Outstanding Service to the RSAI

1. Goal

The Award honors and thanks a member of the RSAI who has provided long and outstanding service to the development and organization of Regional Science and to the development and management of RSAI at the International and/or Supra-Regional, including an outstanding contribution to the development of Regional Science at the Local Section level.

2. The Award

2.1 The Award is established to recognize and honour the outstanding service contribution Professor Hirotada Kohno has made to the Regional Science community, and especially his role in the development of PRSCO and the Japan Section of RSAI.

2.2 The Award recognizes outstanding service to the RSAI has incorporated service extending beyond the local level and which incorporates service of an international nature.

2.3 No more than two (2) Awards may be given in any one calendar year.

2.4 Awards will be presented at one of the three RSAI super-regional meetings/conferences (NARSC, ERSA, PRSCO) or at the RSAI World Congress.

3. Nomination Process

3.1 In the last quarter of each calendar year, the RSAI Executive Director will contact the RSAI Council, the Councils/Boards of NARSC, ERSA and PRSCO, and the Councils/Boards of all affiliated RSAI Sections, calling for written nominations of potential candidates for the Hirotada Kohno Award for Outstanding Service to the RSAI.

3.2 A nomination of a candidate for consideration for the Award must be made in writing by the President and/or Secretary and/or Executive Officer of an official body within RSAI - that is, the RSAI itself; NARSC, ERSA, PRSCO; or a Section of RSAI.

3.2 A written nomination of a candidate for consideration for the Award must include a detailed statement of the nature of the service contribution a candidate has made to RSAI. It must explain how and why that service contribution of the nominee meets the goal of the Award. It should contain testimonials from at least three persons who have held high office and/or currently hold high office in the organization within RSAI that is making the nomination. It must be demonstrated that the long and outstanding service of the nominee extends beyond the local Section of RSAI in the case where a Section of RSAI is initiating the nomination.

3.3 Nominations for the Award are to close by the end of January the following calendar year.

4. Jury and Process for Recommending Awardees

4.1 In the last quarter of each year, a four person Jury will be named by the RSAI Council to consider nominations for the H. Kohno Award for Outstanding Service to the RSAI.

4.2 The Jury shall comprise the current RSAI President, one current member of the RSAI Council, and two Past Presidents of the RSAI.

4.3 The Jury will convene (in person and/or by email/teleconference) after January in the following calendar year.

4.4 The Jury will evaluate the nominations received and passed onto it by the RSAI Executive Director. The Jury will submit its recommendation(s) to the RSAI Executive Director by the end of March in that year.

4.5 The recommendation will then be communicated by the RSAI Executive Director to the members of the RSAI Council, with Members of the Council having two weeks in which to inform the Executive Director of any dissent they may have regarding the recommendation.

4.6 If more than one-third of Council members expresses their dissent regarding a recommendation for the Award, then the recommendation will lapse.

4.7 The President and/or the Executive Director of RSAI shall inform the person(s) recommended for the Award before the end of June in that calendar year. The awardee(s) will be invited to attend one of the Supra-Regional (NARSC, ERSA, PRSCO) meetings or the RSAI World Congress to receive the Award.

II. The Martin Beckmann RSAI Annual Award for the best Paper in Papers in Regional Science

1. Goal

The Award recognizes annually a regional science scholar or scholars who have demonstrated innovation and excellence in Regional Science research through the publication of a paper of outstanding merit in Papers in Regional Science.

2. The Award

2.1 The award is established to recognize and honour the outstanding career and contribution of Professor Martin Beckmann, an internationally recognized regional scientist and economist of outstanding merit, and who is a foundation fellow of the RSAI.

2.2 The Award is made annually for the best paper published in the Issues comprising an annual Volume of Papers in Regional Science.

2.3 Normally no more than one paper may be selected from an annual Volume of Papers in Regional Science, but in exceptional circumstances two (2) papers may be selected for the Award.

2.3 A paper selected for the Award must demonstrate innovation and excellent in research in regional science.

2.4 The Award carries a cash prize of the equivalent of 500 pounds sterling.

3. Jury and Process for Recommending the Award

3.1 In the first quarter of each year, the three (3) Editors of Papers in Regional Science will convene in person and/or by email and /or by teleconference to review the papers published in the Volume of Papers in Regional Science in the previous year and choose a short list of up to five (5) papers which they deem as suitable for consideration for the Martin Beckmann Annual Award for the Best Paper in Papers in Regional Science.

3.2 The Editor-in Chief of Papers in Regional Science will then send the papers for appraisal to a Jury comprising the Editor-in Chief and three (3) Fellows of RSAI chosen by the Editor-in-Chief of Papers in Regional Science in consultation with the RSAI President.

3.3 The Jury will appraise and rank the papers during February that year, and in March a meeting of the Jury will be convened by the Editor-in Chief of papers in Regional Science (meeting in person and/or by email/teleconference) in March to select the paper or papers to receive the Award.

3.4 The Editor-in-Chief of Papers in Regional Science will inform the Executive Director of RSAI of the decision of the Jury, and the Executive Director of RSAI will inform the recipient(s) of the Award.

3.5 The Awardee(s) will be invited to attend one of the Supra-Regional (NARSC, ERSA, PRSCO) meetings or the RSAI World Congress to receive the Award.

III The Peter Nijkamp RSAI Research Encouragement Award for an Early Career Scholar from a Developing Country

1 Goal

The Award recognizes the outstanding potential of an early career researcher from a nation in the developing world and in which there is a formal Section of RSAI, and seeks to encourage the development of the early career scholar as a high quality researcher in the field of Regional Science and as a participant in the international Regional Science community.

2 The Award and Eligibility

2.1 The Award is established to recognize and honour the outstanding contribution Professor Peter Nijkamp, a Fellow of RSAI and an outstanding regional science researcher, has made to the encouragement and involvement of young scholars in regional Science research and activities.

2.1 The Award recognizes the potential of outstanding scholarship in Regional Science in an early career researcher working in a developing nation where there is a Section of RSAI.

2.3 Each year the RSAI Council will nominate a list of countries which it designates as a developing nation, and in which there is a Section of RSAI, for the purpose of eligibility for the purpose of the Award.

2.3 Eligibility to apply for the Award is restricted to early career researchers, defined as person in full time employment in either a teaching or a research position in a university or research institution in a developing nation in which there is a member section of RSAI, and who has held their doctoral qualification for no mote than seven (7) years as at the 31 December in the year in which they apply for the Award.

2.4 An applicant for the Award must have been living in that or another developing nation continuously for at least the three year period from the 31 December of the year in which the application for the Award is made.

2.5 An applicant for the Award must be a member of RSAI.

2.6 The Award is made for what is judged in part on an evaluation of the quality of a written formal research paper on a topic in Regional Science, formatted in accordance with the requirements for submitting a paper Papers in Regional Science, and in part on an evaluation of the research track record and performance of the applicant as demonstrated in a full Curriculum Vitae.

2.7 RSAI will pay the costs of the winner of the Award to attend a meeting of one of the Supra-Regional organizations in RSAI (NARSC,ERSA, PRSCO) or the RSAI World Congress, participate in the conference, present paper at that meeting, and have the paper submitted for review and potential publication in Papers in Regional Science. The costs to be met by RSAI are an advance purchase air fare, conference registration, and accommodation at the conference.

2.8 A winner of the Award will be presented with a certificate at the RSAI meeting at which the winner attends and presents the winning paper.

2.9 Up to two (2) Awards may be made in any one year.

3. Nomination Process

3.1 By April each year the Executive Director will contact members of RSAI and post on the RSAI website a notice calling for applications for the Peter Nijkamp RSAI Research Encouragement Award for an Early Career Scholar from a Developing Country Award.

3.1 An eligible early career researcher from an eligible developing nation may submit a paper and their CV to the RSAI Executive Secretary for consideration for the Award at any time up to the end of November of that year.

3.2 An applicant for the Award must provide the RSAI Executive Director with an electronic copy of a paper, formatted in accordance with the requirements for submitting a manuscript to Papers in Regional Science, that is intended to be presented or which has been accepted for presentation to a forthcoming NARSC, ERSA or PRSCO conference or the RSAI World Congress.

3.3 In addition, an applicant for the Award must provide the RSAI Executive Director with an electronic copy of their up-to-date CV.

4. Jury and Process for Recommending the Award

4.1 In the last quarter of each year, a four person Jury will be named by the RSAI Council to consider the nominations for the Peter Nijkamp RSAI Research Encouragement Award for an Early Career Scholar from a Developing Country.

4.2 The Jury will comprise the Immediate Past-President of RSAI as Chair, an Editor of Papers in Regional Science, and two Fellows of RSAI.

4.3 The Jury will convene (in person and/or by email/teleconference) after 1 January in the following calendar year.

4.4 The Jury will evaluate the applications received and passed onto it by the RSAI Executive Director. The Jury will submit its recommendation(s) to the RSAI Executive Director by the end of February in that year

4.5 The RSAI Executive Secretary will inform the winner(s) of the Award and make arrangements for their travel to the Supra-Regional (NARSC, ERSA, PRSCO) meeting or the RSAI World Congress at which the paper will be presented.

4.5 The Award must be taken up and the winner(s) attend the conference nominated during that year or the Award will lapse.