**Frequently Asked Questions regarding the AEIRS Fellows Application and Process**

*Where can I find specific information about the Fellow application process?*

The Fellows application and information on the application process are found in the **Members Area** of the AEIRS website. To access the **Members Area**, click on **Hello** after you sign in. The link to the Fellow application is in the table on the left side of the webpage.

*When will I be notified of the decision, and when will I be elevated to Fellow status?*

All applicants will be notified of the Committee’s decision in April, and Fellow designation will be bestowed upon those members who qualify for Fellow status during the Honors Ceremony at the AEIRS Annual Meeting in July.

*Who do I contact if I have a question about the application process?*

Please contact any member of the Fellows Committee. Their names and contact information can be found on the AEIRS website by selecting **About Us,** then **Committee Information**. Click on the **year range** under **Committees, Appointees, Liaisons** to access the document.

*For sections I.C and I.D, can I earn points for serving as the program director and a faculty member in the program during the same time period?*

No, for sections I.C and I.D, points can be earned for only one position during any time period. You must include the month and year of start and end dates for each position in these sections.

*Although I have served as member of the AEIRS Editorial Review Board for a number of years, I have not held a position on the AEIRS Board of Directors or a standing committee. Can my contribution as a member of the AEIRS ERB be considered for meeting the three points required minimum for Section II.B + II.C?*

Serving as a member of the AEIRS ERB cannot count toward the points in Section II.C because it is covered in Section II.E.

*For Section II.D, can the AEIRS President earn 1 point for the year in which s/he serves as liaison to the ASRT?*

Similar to Section II.C, positions held as part of responsibility as a member of the AEIRS Board of Directors should not be included in this section. The points awarded in Section II.B take these responsibilities into account.

*For Section II.G, I wrote an article that appeared in Radiologic Science & Education that was a follow up to a presentation at the AEIRS Annual Meeting. Does this count as peer-reviewed?*

Only publications that have gone through a formal process of review by an ERB or panel of appointed experts in the particular field are considered to be “peer-reviewed”. If the article was reviewed solely by the editor or other journal staff, it is not considered peer reviewed. However, it may count in section II.H. as a non-refereed article**.**

*Is it appropriate to include the AEIRS President’s messages as non-refereed articles in section II.H.?*

Messages from Board members in *Radiologic Science & Education* or *Spectrum* do not meet the intent of a non-refereed article for the Fellow application.

*For Section II.I, if I have presented one or more lectures at an AEIRS Annual Meeting or an AEIRS Educator’s Workshop and I don’t need the points in Section II of the application, can I include a lecture or lectures in Section III.D.1?*

Yes, the Committee does allow presentations at AEIRS sponsored/supported meetings to count in section III.D.1 if an applicant does not claim them in section II.

*What educator organizations in our profession would qualify in Section III.A?*

The West Coast Educators Council in Florida and the Association of Educators in the State of New York are two examples. Groups directly related to your institution and faculty position that are not independent professional "imaging or radiologic sciences educator" organizations are not applicable to this section.

*In section III.B, does being an Education delegate or Affiliate delegate to the ASRT House of Delegates count as an office?*

No, only members of the Board of Directors are considered officers. Per Article IV of the ASRT Bylaws, "The management of this corporation shall be vested in a Board of Directors chosen to serve in accordance with the provisions of the Bylaws of the corporation. The officers of this corporation shall consist of a chairman, president, president-elect, vice president and a secretary-treasurer. . . The election of officers shall be conducted as in the Bylaws provided.” The link to the full ASRT Bylaws is <https://media.asrt.org/pdf/governance/2014asrtbylawsproposedchangesclean.pdf>​

*In section III.B, d*oes Vice Chairman of the ASRT Education Chapter count as Chairing a committee?

It does not. No credit is awarded for vice chair of a committee in this section.

*I have served as a site visitor for the JRCERT for several years, but I have not been a member of a visiting team every year. For Section III.C.3 does each year count, or only those years during which I participated in site visits?*

For sections II.C.3 and II.C.4, only the years during which an applicant served as a member of a site visit team are applicable.

*I am a member of the Editorial Board for an international journal that is open source and doesn’t have a print version; it’s only electronic.  If I provide a copy of the list of members of the editorial board from the website and the home page for the journal, will that be sufficient documentation for Section III.D.4?*

Yes, it will. You will need to provide the list for each year that you are stating that you were a member of the ERB.

*The grand total of the three sections needs to be 70 and my grand total is 86.75. In section III, I have a total of 12.5 points (15 points required minimum), but I have more than enough overall points. Do I send it in or wait one more year when I can add presentations I will be making later this year that will bring my total points in Section III above the required minimum?*

You need the required minimum points in each category to qualify for elevation to Fellow status. Wait to apply until you have the required minimum points in all three categories.