



# **The American Institute of Architects Demystifying Fellowship**



“

The College was founded in 1952 and is comprised of members of the Institute who are elected to Fellowship by a Jury of their peers.

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Fellowship is one of the highest honors the AIA can bestow upon a member.

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# THE MISSION

## 1. Promote Research & Scholarly Work

The Latrobe Prize A \$100,000 Bi-Annual Research Grant +Component Grants

## 2. Mentor Young Architects & Emerging Professionals

A two-way mentoring program dedicated to lifelong learning and leadership development

## 3. Sustain The College

Through Fellow Advancement & Building the College of Fellows fund



# Its a story about you

- Who You Are
- What You've Accomplished
- When It Occurred
- Why it's Significant
- How it Benefited or was shared by the Profession.
- Prove IT!

# THE OBJECTS (categories)

- 1. Design**
- 2. Education, Literature, Research, or Practice**
- 3. Led the Institute or Related Organization**
- 4. Advancement of Living Standards**
- 5. Alternative Career, Volunteer, Service to Society**

# THE OBJECTS (categories)

## 1. Design

- Design, Urban Design, and Preservation.
- MUST have 5 projects where candidate is “Largely Responsible for Design” with proper signoff.
- Jury doesn’t judge design.
- Jury looks for peer recognition through awards and articles.

## 2. Education, Literature, Research, or Practice

- FOR EDUCATION: Show impact through “Teaching Tools and Student Work”.
- FOR PRACTICE: Having a good firm is your job. How are you sharing with the profession? Management or technical advancement?
- FOR SPECIALTY PRACTICE: Show that through design/innovation that the field is better.
- Might not have Honor Awards – OK, but in lieu of those, expect to see sharing with the profession.



### **3. Led the Institute or Related Organization**

- LED THE INSTITUTE: Jury is looking for “So What?” factor. Provide quantifiable results!
- LED RELATED ORGANIZATION: Not enough just to lead it. What did you do to connect it to the AIA? Seat time is not important – what did you do?

### **4. Advancement of Living Standards**

- Government industry or organization.
- Need to document the benefit to the AIA.
- How is your work affecting policies?
- How are you making things easier for architects in the profession?

### **5. Alternative Career, Volunteer, Service to Society**

- Show how contributions are significant because the nominee is an architect.
- Volunteer work not used as marketing tool.
- Must be clear you are NOT gaining commissions through volunteer service.

# SUBMISSION COMPOSITION

## Sponsor Letter

- Must be a Fellow or an AIA member in good standing.
- Must provide a one-page letter of support.
- Should be your BEST and Worst critic, someone that knows you well!
- May sponsor more than one candidate, but be specific to the candidate and/or in different categories.
- Should be knowledgeable about your accomplishments.
- They should be closely involved in the submission process.
- Their letter should speak directly and specifically to your achievements.
- They serve as a buffer between you and your references.
- They should lay it all out in the letter!

# 1. Summary Statement

- This is where you lay out your case, It's your "Architectural Tombstone".
- Focus on THREE main points, and expand them in Section 2.
- Be clear, concise and succinct, while restating claims from sponsor's letter.
- Prove "RIPPLE EFFECT" of work. Local work OK, but show broad impact!

# 2. Accomplishments

- Significant Work: Projects, Jury Service, Presentations, Lectures, AIA Service, Civic & Volunteer Involvement
- Honors, Awards & Recognition
- Publications (about or by you)

## ADVICE ON ACCOMPLISHMENTS

- Demonstrate broad influence and impact.
- You can reformat, but keep in same order.
- Group similar accomplishments together.
- Jury needs a quick visual of lectures, seminars, awards & publications.
- Work should support YOUR case first.

- Explain any time gaps.
- Divide up different types of awards.
- Make distinction about articles about you or authored by you.

### **3. Exhibits**

- Exhibits should support YOUR case first.
- Show tangible results
- If submitting in design, show more than the minimum of 5 projects BUT only use your strongest projects!
- A picture is worth 1,000 words

### **4. Reference Letters**

- Speak directly about your work.
- Seek those with a direct connection to you.
- Each reference should focus on one or two points from your Summary Statement.
- Should be recognized leaders in your field.
- Should have a broad geographic range.
- Avoid “big names” offering no substance.

## 5. In Summary

- Prepare a Clear & Concise presentation
- Secure a Strong Sponsor
- Provide Strong & Specific References.
- Support your Summary Statement.
- Focus on Results & Achievements.
- Demonstrate Influence on the Profession.

# 2017 Jury of Fellows:

- Mary Katherine Lanzillotta, FAIA , Chair (Middle Atlantic)
- Peter Bardwell, FAIA (Ohio Valley)
- Mary Patton Cox, FAIA (The Virginias)
- Steve Crane, FAIA (Western Mountain)
- Marleen Kay Davis, FAIA (Gulf States)
- David Messersmith, FAIA (Texas)
- Karen V. Nichols, FAIA (New Jersey)

## The Jury Process:

- Candidates are presented alphabetically.
- Jurors review submission simultaneously.
- Presenter draws attention to what does or does not support claims.
- Presenter answers questions from jurors AND makes recommendation.
- Jury discussion – 10-12 minutes total. THEREFORE it is critical for the submission to be: clear and concise, results oriented, well-documented influence on profession.



# Jury Responsibilities:

- Each reviews 1/7 of total submissions.
- (approximately 30 – 35 per juror).
- Presents assigned candidates.
- View summary section for each and every candidate.
- Rule – a juror will not review candidates from their own firm or region.

# VOTING PROCESS:

- Only six jurors vote – one sits out.
- Takes a minimum 4 votes for elevation.
- Unanimous vote is NOT REQUIRED.
- Ties are set aside until the end.

# What the jury is looking for?

- Has nominee been nationally recognized?
- Has the nominee had a “ripple effect”?
- What is the ripple effect?
- Has the nominee been active in the AIA?
- Strong, specific sponsor letter.
- Strong, specific reference letters.
- Well organized submission, not to exceed 40 pages,
- 10 pt. font minimum
- Clear, concise summary statement that is not overreaching.
- High quality images/exhibits.
- Consistency, Leadership, Results

## Distinguished Body of Work

- Published work
- Award recognition
- Notable Contributions
- Impact on other practices
- Lecturing
- National leadership
- Published peer recognition.

# Widespread Recognition of Results

- Publications
- Awards
- Requests to speak.
- Requests to serve on juries.
- Sharing of Knowledge or Expertise
- Speaking and leading seminars.
- Publications in architecture journals.
- Publications in associated professional journals.
- National news media coverage.
- Published peer recognition.

## Leadership in the AIA

- National office
- Local and regional offices
- Committee chair
- Jury service
- Authored articles
- Presented at conventions - local, state, regional, or national.
- Lecturing
- National leadership
- Published peer recognition

# MYTHS

## Common misconceptions

- It's best to get only Fellows to write reference letters.
- Your reference letters should come from members only.
- Letters from BIG names are best.
- You can't get Fellowship in Object 1 unless you have a National Honor Award
- Horizontal format is preferred

**And remember: There are no quotas!**

# IMPORTANT DATES

**October 14**

**Electronic Submissions Due**

**5:00 PM EST**

**October 14**

**Reference Letters Due**

**5:00 PM EST**

**January 20**

**Jury Convenes**

**January 30**

**Email Notification**

# STATISTICS (2016)

Submission	Candidates	Elevated	Percentage
1st Year	188	116	61.70%
2nd Year	46	29	63.04%
3rd Year	7	4	57.14%
<b>Totals</b>	<b>241</b>	<b>149</b>	<b>61.83%</b>

Submission	Candidates	Elevated	Percentage
Object 1	59	36	61.02%
Object 2	117	73	62.39%
Object 3	16	10	62.50%
Object 4	21	14	66.67%
Object 5	28	16	57.14%



# RESOURCES

Visit:

[www.aia.org/practicing/awards/AIAS075320](http://www.aia.org/practicing/awards/AIAS075320)

For:

FAIA FAQ

Online Submission FAQ

Fellowship Walk-Through

Best Examples

**Kathleen Daileda, Hon. AIA**

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