CYMDEITHAS DDYSGEDIG CYMRU
THE LEARNED SOCIETY OF WALES

LSW Medals and Awards Regulations

LSW Medals and Awards are designed to celebrate researchers and practitioners both individually and as teams who work in research or innovation across a wide range of organisations, including academia, industry, the charitable sector, and the arts whose work positively impacts on the advancement of knowledge and/or the power of research and innovation.

The definitions of who is eligible, how they can be nominated, and details of our awarding process are detailed in this document.

1. Nomination overview

a) Any individual (the nominator) who is over the age of 18 may submit a nomination.

b) Nominators do NOT need to be Fellows of the Learned Society of Wales.

c) Each candidate or team may only be nominated for one medal or award per year

d) A nominator may nominate more than one team/individual in any one year.

e) Nominators must ensure they gain permission of the candidate or team leader before submitting the nomination.

f) All LSW medals and awards are listed on the website, and each medal and award is awarded in alternate years. The medals and awards available in the current year will be clearly marked on the website.

g) Medals and awards will be awarded based on a candidate or team meeting the criteria and eligibility as listed. No other methods of selection will be used.

h) Nomination forms will be available from the LSW website.

i) The nomination must be kept confidential between the Candidate, the nominator and the Society until notified otherwise.

j) Nominations will only be considered for one medal and award cycle, and unsuccessful nominations will not be rolled over.

k) Exclusions from making nominations:

The following are excluded from **making nominations:**

- LSW Medals and Awards Scrutiny Committee members
- LSW staff

The following are excluded **from being nominated**:

- LSW Medals and Awards Scrutiny Committee Members
- LSW staff

2. Eligibility and Criteria for awarding medals and awards

The following criteria and eligibility overview will be the basis on which the LSW Medals and Awards Committee will discuss and determine their outcome of the process. Each nomination will be judged against the information provided in the nomination form.

Eligibility for <u>all</u> medals/awards:

a) The candidate or team should be resident in Wales, of Welsh birth or must otherwise demonstrate a particular connection with Wales
b) The candidate or team will be researchers or practitioners whose work impacts on the advancement of knowledge and/or the power of research and innovation.

For all Impact Awards:

Winners may be from any discipline or profession.

For all Established Career Medals:

Winners will be mid to later career individuals – defined as someone who has normally, at the time of the nomination, more than ten years of experience in research or relevant professional work. (10 years or 10 years full time equivalent)

For all Early Career Medals:

We recognise that Early Career Researchers may be at very different career stages. We will consider nominations from a wide range of people- our broad definition of an Early Career Researcher is someone who normally, at the time of the closing date for nominations, has less than ten years experience in research or relevant professional work. Nominations from individuals who are outside this time frame but who have taken a career break or break from research *for any reason will also be considered*.

In addition, each medal and award has its own specific criteria - please see the table below:

Medal/Award	Medal / Award specific criteria and eligibility
Impact Awards	
Lady Rhondda award for Outstanding Achievement	This award recognises the outstanding achievements of an individual working in any area of research or innovation. *Winners of this award will demonstrate significant contributions in one or more of the following ways:* • A notable and exceptional contribution to research and/or the advancement of knowledge in/for Wales. • An outstanding reputation within and beyond Wales. • A reach and impact on wider society • Notable outputs of their work • Any other notable achievements eg/ innovation, major projects, knowledge transfer, dissemination of their work etc. Open to individuals only.

Frances Batty Shand award for Impact of Research or Professional Practice	This award recognises a team or individual whose research or professional practice has had a significant and demonstrable impact beyond the scope of their work or discipline. *Winners of this award will demonstrate significant contributions in one or more of the following ways:* • Research or professional practice which has had a significant and demonstrable impact. • Significant and impactful positive changes beyond the scope of their area of work or discipline (intellectual, social, economic and/or cultural) occurring as a result of their research or professional practice. • Notable outputs of their work • Any other notable achievements eg/ innovation, major projects, knowledge transfer, dissemination of their work etc. Open to individuals or teams.
Professor Millicent Mackenzie award for Promotion of EDI in Academic or Professional Life	This award recognises a team or individual who has gone above and beyond in advocating for or embedding Equity, Diversity and Inclusion (EDI) within their research or innovation- demonstrating a sustained and exceptional commitment to advancing EDI beyond expectations *Winners of this award will demonstrate significant contributions in one or more of the following ways:* • Advocating for or embedding Equity, Diversity and Inclusion in their ways of working in research or innovation. • Demonstrating a sustained and exceptional commitment to advancing EDI within their workplace, community etc beyond expectations- sharing what was achieved by implementing those values. • A reach and impact of their work • Notable outputs of their work • Any other notable achievements eg/ innovation, major projects, knowledge transfer, dissemination of their work etc. Open to individuals or teams.
Aneurin Bevan award for Excellence in Collaborative working	This award recognises collaborative working across teams or organisations that has made a significant impact on research or innovation. *Winners of this award will demonstrate significant contributions in one or more of the following ways:* • Evidence of collaborative working across the team or organisation that has made a significant impact on research or innovation • Evidence of 'added value' from working in collaboration • Evidence of the creation of a collegial and supportive culture. • Reach and impact of their work • Notable outputs of their work

	• Any other notable achievements eg/ innovation, major projects, knowledge transfer, dissemination of their work etc. Open to teams only. Winners may be a team of any size (3+)
Established Career Medals	
Gwen John medal for Humanities and Arts	This medal celebrates significant contributions to the discipline of Humanities and Arts by established individuals working in research or innovation. *Winners of this medal will demonstrate significant contributions in one or more of the following ways:* • Significant contribution to their discipline/area of work • Reach and impact of their work beyond the scope of their area/discipline • Notable outputs of their work • Any other notable achievements eg/ innovation, major projects, knowledge transfer, dissemination of their work etc. Open to individuals only.
Lady Megan Lloyd George medal for Social Sciences	This medal celebrates significant contributions to the discipline of Social Sciences by established individuals working in research or innovation. *Winners of this medal will demonstrate significant contributions in one or more of the following ways:* • Significant contribution to their discipline/area of work • Reach and impact of their work beyond the scope of their area/discipline • Notable outputs of their work • Any other notable achievements eg/ innovation, major projects, knowledge transfer, dissemination of their work etc. Open to individuals only
Alfred Russel Wallace medal for Biosciences and Medicine	This medal celebrates significant contributions to the discipline of Biosciences and Medicine by established individuals working in research or innovation. *Winners of this medal will demonstrate significant contributions in one or more of the following ways:* • Significant contribution to their discipline/area of work • Reach and impact of their work beyond the scope of their area/discipline • Notable outputs of their work • Any other notable achievements eg/ innovation, major projects, knowledge transfer, dissemination of their work etc. Open to individuals only.
William Menelaus Medal for Engineering, Physical Sciences and Maths	This medal celebrates significant contributions to the discipline of Engineering, Physical Sciences and Maths by established individuals working in research or innovation. *Winners of this medal will demonstrate significant contributions in one or more of the following ways:*

	• Significant contribution to their discipline/area of work • Reach and impact of their work beyond the scope of their area/discipline • Notable outputs of their work • Any other notable achievements eg/ innovation, major projects, knowledge transfer, dissemination of their work etc. Open to individuals only.
Early Career Medals	
Dillwyn medal for Humanities and Arts	This medal celebrates significant contributions to the discipline of Humanities and Arts by early career individuals working in research or innovation. *Winners of this medal will demonstrate significant contributions in one or more of the following ways:* • Significant contribution to their discipline/area of work (relative to their career stage) • Reach and impact of their work beyond the scope of their area/discipline • Notable outputs of their work • Any other notable achievements eg/ innovation, major projects, knowledge transfer, dissemination of their work etc. Open to individuals only.
Dillwyn medal for Social Sciences	This medal celebrates significant contributions to the discipline of Social Sciences by early career individuals working in research or innovation. *Winners of this medal will demonstrate significant contributions in one or more of the following ways:* • Significant contribution to their discipline/area of work (relative to their career stage) • Reach and impact of their work beyond the scope of their area/discipline • Notable outputs of their work • Any other notable achievements eg/ innovation, major projects, knowledge transfer, dissemination of their work etc. Open to individuals only.
Dillwyn medal for Biosciences and Medicine	This medal celebrates significant contributions to the discipline of Biosciences and Medicine by early career individuals working in research or innovation. *Winners of this medal will demonstrate significant contributions in one or more of the following ways:* • Significant contribution to their discipline/area of work (relative to their career stage) • Reach and impact of their work beyond the scope of their area/discipline • Notable outputs of their work • Any other notable achievements eg/ innovation, major projects, knowledge transfer, dissemination of their work etc. Open to individuals only.

Dillwyn medal for Engineering, Physical Sciences and Maths	This medal celebrates significant contributions to the discipline of Engineering, Physical Sciences and Maths by early career individuals working in research or innovation. *Winners of this medal will demonstrate significant contributions in one or more of the following ways:* • Significant contribution to their discipline/area of work (relative to their career stage) • Reach and impact of their work beyond the scope of their area/discipline • Notable outputs of their work • Any other notable achievements eg/ innovation, major projects, knowledge transfer, dissemination of their work etc. Open to individuals only

3. Nomination Process

a) Nominators must complete and submit the nomination form along with requested supporting documents by the advertised deadline. Guidance on how to write a strong application is available in the 'Guide for Nominators' document which you can find on our website.
b) In addition, a reference is required. The referee must be able to provide an objective assessment of the candidate or team. It is the Nominator's responsibility to request a reference and ensure the referee submits it by the deadline. Nominations without a reference will not be considered.
c) The Nominator is responsible for ensuring the Candidate consents to being nominated – this can be confirmed via a short online form (found on our website) which will include a question on Career Impact (see below).
d) For *Impact Awards and Established Career Medals*, the referee is required to be independent of the candidate or team's own institution. PhD Supervisors and co-authors are not permitted to provide references.
e) For *Early Career Medals (Dillwyn),* the referee is required to be someone who is able to objectively comment on the candidates work and who is someone they don't directly work with on a day to day basis.
f) All candidates or teams have the option to answer a Career impact question as part of the Consent form. This question is available to a candidate (or team) to complete and submit to the Medals and Awards Scrutiny Committee where they wish to highlight any factors that have influenced or affected their career that they wish the Medal Scrutiny Committee to take into account when considering the nomination. A preview of this question is available on our website.

4. LSW Medals and Awards Committee

a) There are 3 LSW Medals and Awards Committees who consider the nominations received. They are made up of a wide range of Fellows to represent the breadth of disciplines and institutions as well as seeking a balanced group across gender, race and any other characteristics deemed relevant.
    i. The Impact Awards committee will consider 4 awards – 2 each year. It will be made up of 4 LSW Fellows and will also seek 1 LSW Honorary Fellow to join. These will all have equal voting rights.

ii. The Established Career Medal committee will consider 4 medals – 2 each year. It will be made up of 4 LSW Fellows and 2 members of the Researcher Development Advisory Group elected to the role. These will all have equal voting rights.
iii. The Early Career Medal committee will consider the 4 Dillwyn medals– 2 each year. It will be made up of 4 LSW Fellows 2 members of the Researcher Development Advisory Group elected to the role. These will all have equal voting rights.

b) Members of each scrutiny committee will be selected to represent the range of disciplines represented by our medals. Consideration will also be given to ensure we have a gender balance and a strong demographic diversity across all individuals in each committee.
c) Fellows who sit on LSW General Purposes Committee are not eligible to sit on the LSW Medals and Awards Scrutiny Committee.
d) No Medal and Awards Scrutiny Committee members may nominate someone for a medal or award in the categories for which their committee sits to consider.
e) Fellows on the LSW Medals and Awards Committee will serve a tenure of 3 years with a break of 2 years between each tenure required.
f) Researcher Development Advisory Group members on the LSW Medals and Awards Committee will serve a tenure of 2 years, or for the remainder of their term on the Advisory Group.
g) Honorary Fellows will be invited to join the Impact Committee by General Purposes Committee on an annual basis, sitting on the committee for one year.
h) One additional Fellow holding the role of 'Independent Member' will sit on each Medals and Awards Scrutiny Committee to provide an additional layer of scrutiny and support particularly with regard to EDI considerations. A maximum of three of the elected Independent Members of the Fellowship Scrutiny Process will be invited to join the Medals and Awards Scrutiny Committees for this purpose. They will not have any voting rights.
i) Fellows who sit on LSW Council General Purposes Committee are not eligible to sit on the LSW Medals and Awards Committee.
j) General Purposes Committee will annually select a Chair and a Vice Chair from within the 4 chosen Fellows on each committee who will oversee the Scrutiny process for their allocated medals/awards.

k) Attendance at Scrutiny Committee meetings:

Impact Scrutiny Committee:

Quorum at the Impact Scrutiny Committee is four (4). This can be any combination of Fellows and Honorary Fellows.

If any member of a Scrutiny Committee finds they are unable to attend, they should contact LSW staff to inform them as soon as possible before the meeting takes place.

The following processes can then be followed:

1. If there is sufficient time to recruit a replacement, the Chair (or Vice Chair if needed) will be asked appoint a relevant individual. This can be from the Expressions of Interest previously received in the first instance and from the wider Fellowship where required.

If there is not time to recruit a replacement:

2. The meeting may go ahead and all decisions deemed valid if a total of 3 (Fellows and/or Honorary Fellows) are present and they have received written input from the Fellow unable to attend. Input should include their scores and any other input to be received and shared with the committee as soon as possible before the meeting takes place.

If it is not possible to receive input from the Fellow unable to attend:

3. The meeting may be re-arranged to another date to ensure that quorum can be achieved – including recruiting new members if necessary.

Early Career Scrutiny Committee & Established Career Scrutiny Committee:

Quorum at each of these Scrutiny Committee is four (4). This can be any combination of Fellows and Researcher Development Advisory Group members.

If any member of a Scrutiny Committee finds they are unable to attend, they should contact LSW staff to inform them as soon as possible.

The following processes can then be followed:

1. If there is sufficient time to recruit a replacement, the Chair (or Vice Chair if needed) will be asked appoint a relevant individual. This can be from the Expressions of Interest previously received in the first instance and from the wider Fellowship where required.

If there is not time to recruit a replacement:

2. The meeting may go ahead and all decisions deemed valid if a total of 4 (Fellows and/or Researcher Development Advisory Group members) are present and they have received written input from one individual unable to attend. Input should include their scores and any other input to be received and shared with the committee as soon as possible before the meeting takes place

If it is not possible to receive input from the individual unable to attend:

3. The meeting may be re-arranged to another date to ensure that quorum can be achieved – including recruiting new members if necessary.

5. Selection and awarding

a) The Committee will hold a meeting online to discuss all nominations received and to make their decisions.
b) Each medal/ award shall be awarded to the person (or team) deemed to be the most worthy by the LSW Medals and Awards Committee.
c) The LSW Medals and Awards Committee shall use only the information provided in the submitted documents to make their decision. To do this, they will be assessing the nomination against the evidence provided to demonstrate how they meet or exceed the criteria. Therefore, your nomination form should include the following information to evidence their suitability:
   - A broad overview of the candidate's or team's work
   - Candidates standing in or contribution to their field
   - A demonstration of their reputational excellence
   - Demonstration of the notable outputs of the candidate or team's work
   - An understanding of the reach and impact of the candidate or team's work
   - Any additional areas such as innovation, impact on society, major projects, knowledge transfer and dissemination of their work.
d) In order to ensure equal consideration of nominations, the LSW Medals and Awards Committee will not follow web links to external sites to gain further insight so please do not include them in your nomination.

e) Scrutiny committees will take active steps to avoid and call out bias and ensure that the following factors do not impact the award process:
   - Rate of career progress
   - Prior awards and medals
   - Institutional reputation
   - Spelling and grammar in the nomination documents
   - Bias relating to any protected characteristic

f) The LSW Medals and Awards Committee reserve the right to not select a winner if they believe the criteria has not been met.
g) Any concerns or issues, including committees who are unable to agree a final decision will be raised to General Purposes Committee.
h) LSW will directly contact winners to inform them of the outcome – copying in their nominator.
i) Nominators of unsuccessful candidates will be informed of the LSW Medals and Awards Committee decisions by LSW following the Scrutiny Committee meetings.
j) Committees will not provide feedback on the reason for the Committee's decisions (see exception below).
k) *DILLWYN MEDALS ONLY* – Short written feedback will be provided to the nominator who may then share with the candidate if they feel it would support them in the future.
l) LSW has strong EDI principles and all committees will be required to abide by our values of equity when making their decisions.

6. Recipients of Medals and Awards

a) Winners (and their nominators) will be invited to an award ceremony when they are informed of the outcome of the award – the date and location of which will be confirmed.
b) Where a team is receiving an award, LSW will notify them of the number of people who will be invited to attend the ceremony.
c) The winners will be presented with the relevant prize (a medal or award as applicable) along with a certificate at the award ceremony.
d) Winners will be invited on stage at the ceremony and asked to give a short acceptance speech with guidance from the LSW team.
e) *DILLWYN MEDALS ONLY* - Each medal will be accompanied by a monetary prize
f) Winners may be asked to contribute to a story or news piece about their work
g) Winners may be invited to contribute to LSW outputs in the future – including (but not exclusively) a lecture, speech or blog