



General Guidelines, Expectations and Responsibilities For Academy President Elect and Members of the Academy Council

General Guidelines

To ensure that personnel filling IAFoST elected positions will be highly capable, willing to work diligently on behalf of IAFoST, dedicated to the goals of IAFoST, and able to adopt an international perspective on issues related to Food Science and Technology.

The Academy

The Academy (IAFoST) identifies and recognizes individuals distinguished by their scientific and professional contribution to food science and technology and elects Fellows; working to further improve international cooperation and exchange of information; promotes food science and technology and other sciences of importance to IAFoST's discipline and stimulates international education and training in food science and technology; promotes high standards of ethics and scientific endeavors among food scientists and technologists. The Academy acts in an advisory capacity to IAFoST and carries out such activities to further its mission and vision.

The Academy Council also fosters the development of early to mid-career food scientists, engineers and technologists and directs the work of the Academy. It consists of a President, Past President and a President Elect, and two fellows as Councilors.

The Academy President

The duties of the Presiding of the Academy include, but are not limited to:

1. Presides at all meetings of the Academy Council.
2. Ensures documentation of all meetings of the Academy Council and acts as a liaison to the Board and sits on the Board of Directors as a voting member.
3. Provides advice to the Board for chairs of committees (related to science and technology) and may take initiatives in consultation with IAFoST.
4. In consultation with the Academy Council, considers and puts forward nominees to the Board to deliver the Distinguished Lecture at the IAFoST World Congresses.
5. In consultation with the Academy Council and IAFoST Nominations and Elections Committee, arranges for the nominations and elections of new Fellows of the Academy and for nominations for the Academy Council.
6. Develops and fosters relationships with the international scientific community according to IAFoST's vision and mission in conjunction with the ongoing global work of the Union.
7. Acts as an ambassador for IAFoST at all scientific in which the Academy Council participates during the terms in office.
8. Develops strategies in conjunction with the IAFoST governance structure to advance the discipline for the benefit of all Fellows, members of the Union and to promote a safe and secure food system.

Academy President-Elect:

The President Elect's duties include, but are not limited to:

1. Performance of the duties of the President Elect in the event of the President's Absence.
2. A collaborative role with the President to ensure that activities of the Academy are conducted in an orderly, effective and timely manner.
3. Participating in the management of activities of the Academy Council, which may include such roles as assuming responsibility for leading initiatives with industry, foundations, and government to raise funds for projects. All of this is done in a collaborative and cooperative role with the IUFOST Board.
4. Acting as an Ambassador for IUFOST as agreed with the Board.
5. Accepting other duties as assigned by the IUFOST President.

Academy Council Members:

Duties of the two members of the Academy Council include, but are not limited to:

1. Attending meetings of the Academy Council and participating in electronic conferences of the Academy Council except when valid exemptions/emergencies occur.
2. Helping to assure that the Academy Council functions in a timely and effective manner and acting as ambassadors for IUFOST.
3. Allotting sufficient time to the activities of Academy to ensure that allocated tasks are completed in an efficient manner.

The roles of the Academy Council include but are not limited to:

- a) Establish criteria for election as Fellows based on either excellence in food science, engineering or technology research or the advancement of the food science, engineering or technology with a jurisdiction or region;
- b) Adjudicate awards and competitions, and identify distinguished speakers;
- c) Foster amongst the Fellows a culture of voluntary service to IUFOST;
- d) Foster development of early to mid-career food scientist, engineers and technologists;
- e) Work collaboratively with the Nominations and Elections Committee, propose to the General Assembly, suitable candidates for election to the Scientific Council; and
- f) Establish and execute work actions to address matters within the domain of the activity of the Academy.

General Guidelines, Expectations and Responsibilities For Scientific Council Chair Elect and Members of the Scientific Council

(Nominations of Fellows for these positions are put forward by Fellows of the Academy and the IUFOST General Assembly elects the members)

Role of the Scientific Council in IUFOST

The IUFOST Scientific Council is composed of the Chair, Chair-elect, Past Chair, two councillors. Its responsibilities include:

- Maintenance of the scientific standard and integrity of IUFOST scientific activities in conjunction with the Board, approval of publicly released scientific matters and the content of learned statements on scientific matters,

- Recommending to the Secretary-General, with advice from appropriate Fellows of the International Academy and IUFOST President and Board, chairs and members of Working Groups and scientific commissions, no larger than is essential, to carry out specific tasks such as preparation of position papers and offering of expert advice.
- Oversight in conjunction with the IUFOST Board of the scientific outputs from working groups and recommendation for dissolution of such working groups when their original purpose is fulfilled.
- Recommending meetings, symposia, workshops and conferences that IUFOST should co-sponsor or endorse.

Nomination Procedures

1. Nominations may be made only by Fellows of the International Academy (IAFoST).
2. Only Fellows of the International Academy at the time of nomination are eligible.
3. A signed statement that the nominee agrees to serve under the specified conditions must accompany nominations together with a background statement of between 140 and 150 words.
4. Nominees must accept that IUFOST cannot pay the expenses of members of the Scientific Council or International Academy Council if travelling on IUFOST business except under exceptional circumstance. However, the Scientific Council and Academy Executive Council rarely meet face-to-face and normally conduct business by electronic mail, post and conference call.
5. Nominees to the position of Scientific Council Chair-elect should be aware that, when they assume the position of Scientific Council Chair, their responsibilities include participation in IUFOST Board meetings (usually conference calls) and attendance at the annual Board meetings of the Union. Nominees to the position of Academy President elect should be aware that, when they assume the position of Academy President elect, their responsibilities could include participation in IUFOST Board meetings.
6. The Academy Nominations for the 2022-2024 Scientific Council are put forward in ballot (if sufficient candidates) to IUFOST Delegates to the General Assembly.
7. The Academy nominations for the 2022-2024 Academy Council are put forward in ballot (if sufficient candidates) to the Fellows of the International Academy and results are tabulated no less than two months prior to the General Assembly in November 2022.

Guidelines for Academy Elections and elections of Fellows for the Academy Council and Nominations for the IUFOST Scientific Council

These nominations and elections for the Academy Council are conducted within the Academy with the assistance of the IUFOST Secretariat. In consultation with the Nominations and Elections Committee, the Academy Council assists with the nominations for election by the IUFOST General Assembly, of the Chair Elect of the Scientific Council, and for election of two Councillors of the Scientific Council for terms of office corresponding to IUFOST Biennial General Assemblies.