



Australasian Hydrographic Society

17 February 2015

Distribution – All Members of the Australasian Hydrographic Society

POLICY DIRECTIVE 002/15 – AHS EDUCATION AWARDS SCHEME

References:

- A. AHS Constitution dated 13 September 2010 Section 34 (Education Fund)
- B. AHS Policy Directive (Objective 4) dated 23 January 2013 paragraphs 6.b. and 7.n.
- C. AHS website: http://www.ahs.asn.au/AHS_Award.html

Purpose

1. The purpose of this Policy Directive is to outline the considerations and processes associated with the Education Awards Scheme for the Australasian Hydrographic Society (hereafter described as AHS). The AHS Council endorses this policy.

Background

2. The Society's charter and constitution is to promote hydrography and related sciences, and since its inception has promoted education and research within these. As such, the Education Award provides recognition of individuals who are furthering their education and knowledge of hydrography and related fields that will benefit these areas, especially within the commercial and academic sectors. Further, the provision of this award to those selected individuals studying in their areas of interest provides recognition and visibility to both them and their academic institutions. It also provides an excellent means of providing visibility and fostering individual and corporate involvement.

3. The AHS is by definition a learned organisation with a membership that covers a broad spectrum of those involved or having an expressed interest in hydrography or related arts and sciences. The Society provides encouragement to students and researchers involved with hydrographic research and academic study, and is keen to recognise efforts that encourage students to follow a career in hydrography or related fields.

4. The Society has a long-established Hydrographic Education Fund that provides a grant, awarded annually, to a deserving student who in the opinion of the AHS Council is researching a subject within the science of hydrography, or very closely related area, that will eventually provide a lasting benefit to the science. The award is open to students studying, or proposing to study, within a broad range of maritime disciplines including, but not necessarily limited to, the following:



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- Hydrography - Nautical Charting - Surveying at Sea
- Coastal Studies - Coastal Zone Management
- Offshore Resource Surveys and Management
- Port Development and Maritime Engineering
- Law of the Sea
- Marine Cartography
- Environmental Studies
- Marine Geology and Geophysics
- Maritime Spatial History
- Hydrography, Oceanography or Maritime-related Technology

5. Applications for grants under the AHS Education Award will be accepted only from nationals and persons with official permanent residential status of the following nations: Australia, New Zealand, East Timor, Fiji, Kiribati, Nauru, Papua New Guinea, Samoa, Solomon Islands, Tonga, Tuvalu and Vanuatu, whether the applicant is studying at home or abroad.

6. The Fund operates as a separate fund of the AHS and is to be managed by the Council through the AHS Education Award Panel (hereafter known as the 'Panel'. The Fund is financed from the transfer of monies from other Society Funds into a specific AHS Education Fund account, from which the Award funds will be drawn. The Panel members and their professional qualifications and affiliations are published within this Directive below to ensure full transparency and accountability:

AHS EDUCATION AWARD PANEL (as at 17 February 2015)	
Name	Qualifications & Professional Affiliations
John Maschke (Chair)	CAPT RANR, MA (Maritime Policy), IHO Cat A Course, GradDip Hydrographic Surveying, FSSSI, CPHS1, MAICD, AIMM,
Malcolm Jones	BAppSc (Surveying & Mapping), FSSSI, CPHS1
Emily Tidey	MSc (Hydrography) Plymouth FIG/IHO/ICA Cat A course, BSurv Otago, ANZIS, Lecturer at Otago University

7. The award is for AUD\$3500.00, and the Panel administers the Award on behalf of the AHS Council. The amount of the grant is set by the AHS Council and is reviewed annually or as required depending upon funds available.

Policy - General

8. The general policy for the scheme aims to achieve a number of things:
- a. Firstly, it seeks to promote the study and research into the field of hydrography and its related areas for the betterment of those fields, and provide support to those studying or conducting research in hydrography and related fields.



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- b. Primarily, the scheme will give fair and equitable recognition to those individuals and educational institutions that have contributed to a field of endeavour.
- c. It will be inclusive of all elements of study and research in hydrography and related fields, and will focus on study that will be of ultimate benefit to the betterment of those fields, and which promote maritime exploration, marine environmental protection, and maritime spatial activities (hydrography).
- d. The scheme will avoid unnecessary administrative or financial burden.

Scope

9. With these principals in mind, the scope of the awards scheme is as follows:
 - a. The AHS Education Award Scheme will seek to recognise individuals who are students within an academic organisation, such as a university, technical college or other approved tertiary, secondary or vocational organisation, that are conducting study or research into subjects directly or indirectly related to hydrography, the maritime environment or maritime spatial history. The applicants will be drawn from those countries identified at paragraph 5.
 - b. This scheme may complement awards of a scholarship through any other organisation or scheme.
 - c. The scheme and any modifications to it will be cognisant of not disenfranchising any particular element of the membership.

Application Process

10. Applications are to be made using a standardised format in order to keep them succinct and comparable. The application form to be utilised is attached to this document. Applicants are required to provide supporting documentation and references (within reason). The forms are also available on the AHS website.
11. The content of all applications will be private and confidential; however there will also be the expectation that papers or articles be provided by the successful candidate for submission in use in appropriate newsletters and/or journals.
12. To avoid duplication, the Panel Chair is to receive all applications. Applications may be submitted either by post or email. The Chairman (or designate) will establish eligibility and check that the application form has been filled out appropriately and nationality is appropriate.
13. Any doubts about the eligibility of an application are to be referred to the AHS Council.



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SELECTION PROCESS AND TIMELINE

14. The Panel will send advice of the AHS Education Award to all tertiary education and vocational institutions, i.e., universities, technical and further education schools, etc. within the Award's catchment area (identified above). In the first instance, this advice is to be sent to the Vice-Chancellor office or institution head or principal and the institution's departmental or school head.

15. The Panel will assess the merit of submissions. The Panel is made up of the Chairman, plus two other Panel members, one of which should work in academia where possible. Where possible the Panel will comprise membership representing a spread of AHS regions. The AHS Council nominates and appoints the Chair and Panel members. Panel members must be financial AHS members.

16. To ensure due probity, the Panel Chair may invite one or more independent AHS members to the Panel to aid in the judging processes e.g. members of academia. Such appointments will be on an annual basis, and only as required.

17. The Panel, in selecting suitable applicants, use the following official definition of hydrography from the International Hydrographic Organization (IHO) in their determination:

"Hydrography is the branch of applied sciences which deals with the measurement and description of the physical features of oceans, seas, coastal areas, lakes and rivers, as well as with the prediction of their change over time, for the primary purpose of safety of navigation and in support of all other maritime activities, including economic development, security and defence, scientific research, and environmental protection."

18. Where members of the Panel are under consideration for an AHS Education Award, they will exclude themselves from deliberating on that particular award and another appropriate AHS member is to be identified, nominated and approved by the AHS Council to sit on the Panel (see paragraph 20).

19. In the event that the number of applications becomes administratively prohibitive to process in a particular year, the Education Awards Panel has the right to defer an application to allow more time to consider it, or to allow more comparative applications to be accumulated. Any uncertainties are to be referred to the AHS Council.



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Operations and Schedule

20. Operation of the scheme will consist of the following annual actions:

Period	Remarks
End-February	Advertise Awards to all education and training institutions within the countries described at paragraph 5 by means of website, email or written correspondence, etc., and call for applications
March	Re-advertise Award as a reminder
Mid- April	Applications Close (2 months after opening)
May	Panel commences deliberations
End-May	Award selection finalised, Award Certificate produced/printed, Awardee formally advised
June	Award to be presented at World Hydrography Day Celebrations/AGMs or similar significant events by no later than October
September-October	Panel reviews and checks all academic or technical institution contact names and addresses for correctness and completeness. Panel reviews AHS Education Award Policy

Selection Criteria

21. In assessing the merit of an application for an award, the Panel is expected to use the published values of the AHS as a guide. The Panel will deliberate by email and while leaving the selection process up to the discretion of the Chairman and the Panel, the AHS President will reserve the right to appoint an additional non-voting / non-deliberating member to assist in ensuring the actual process remains equitable.

22. Once awardees have been decided by the Panel and subsequently endorsed by the AHS Council, the “the decision of the judges will be final”. Applicants are expected to acknowledge this when first submitting their application. All deliberations by the Panel and the AHS Council will remain private and confidential.

23. A semi-rigorous method of selection by use of a matrix with relevant selection criteria is to be used to assist in selection of the awardee (see attachment 3). The main selection criteria used within the matrix are as follows:

- Research Paper? Y/N
- Coursework Paper? Y/N
- Relevance to Hydrography?
- Innovation?
- Originality?
- Commercial Application?
- Other relevant criteria?



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24. The criteria are to be converted into scores (out of 10) to allow a total mark to be calculated. However, the criteria of ‘research’ and ‘coursework’ are to be marked with a score of ‘10’ and ‘5’ respectively to denote the additional work involved in original research. The Award Panel members may provide additional criteria they think are relevant for the Panel’s consideration to enable a reasonable and transparent method of identifying the final award recipient.

25. As the AHS does not desire the “hype” associated with some award schemes, awardees will normally be advised in writing by either letter or email before presentation of an award. Unsuccessful applicants may re-apply in subsequent years.

26. While the selection process may seem complex, electronic communications and the fact the committees are small and closely associated make the process relatively easy. The guiding principles for the scheme are that it be fair, equitable and credible.

The Award

27. The AHS Education Award will consist of the following:

- a. the provision of AUD\$3,500.00 grant paid to the award recipient’s education or research institution, or paid directly into the recipient’s nominated account, for the direct purpose of tuition, research fees, or related expenses;
- b. a framed Certificate signed by the AHS President and the Chair of the AHS Education Award Panel, and
- c. a 12-month membership subscription for Australasian Hydrographic Society membership.

28. Awardees will be invited, and expected to, provide a formal presentation about their study, research or work before an official AHS event audience. These events may be AHS-organised conferences, symposiums or regional seminars. The Awardee will also be expected to provide papers or articles for submission to appropriate newsletters and journals.

Budget

29. An AHS Education Fund Account is a currently established fund that provides for a grant of AUD\$3,500.00. The Account is set at an amount agreed to by the AHS Council, and interest derived from the account is used for the grant. Where the derived interest is not sufficient, the additional funding for the grant will be taken from other AHS Funds as appropriate until such time as the Education Fund Account is topped up to allow the Account to provide the grant funding, or the Fund’s interest rate improves enough to generate the required grant funds. The budget for the scheme will be determined by the AHS Council annually and published at the Annual General Meeting.



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30. Sufficient flexibility will be allowed so that for any unforeseen circumstances the AHS Education Award Panel and AHS Council have the opportunity to finalise, amend, or reprint awards.

Summary

31. The AHS Education Award Scheme provides:

- A strong mechanism to promote hydrography and related sciences.
- A significant means to recognise the efforts of students involved in the study of hydrography and related sciences.
- An excellent means to promote visibility of hydrography and related sciences.
- A substantial means to promote recruitment.

Cdr David Crossman RNZN
President
Australasian Hydrographic Society

Attachments:

1. AHS Education Award Flyer
2. AHS Education Award Application Form
3. AHS Education Award Selection Matrix
4. List of Contacts (to be reviewed annually) **(for release to AHS Education Panel members and AHS Executive Council members only)**