

**PHOTOGRAPHIC SOCIETY OF AMERICA
PROGRESS COMMITTEE
MASTER OPERATING MANUAL (MOM)
June 2020**

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1. PURPOSE OF THE COMMITTEE

To determine a suitable living or corporate candidate to be the recipient of the annual PSA Progress Award presented at the PSA annual Photo Festival. This is the highest award given by the Society.

2. ASSESSMENT OF RECIPIENT SUITABILITY

2.1 General

Although the recipient does not need to be a PSA member, they can be a PSA member as long as they are a member in good standing.

No one can receive the award a second time.

The recipient must not be deceased. However, if time constraints are too tight and the selected recipient has agreed to accept the award but becomes

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deceased within two months of the Photo Festival, the President can decide to present the award posthumously.

The award can be given to a corporation, where it is felt the actions of the corporation meet the criteria detailed below. Under such circumstances, the Named recipient would normally be the Chairman of the Corporation or the major founder/driving force along with the corporation as was done in 2016.

2.2 Progress Award Eligibility

The following is the *statement* describing the award as shown on the PSA web site.

The Progress Award recognizes a person who has made an outstanding contribution to the progress of photography or an allied subject.

It is to be noted that the important aspect is both in the award name (Progress) and the wording of the statement "*to the progress of photography*".

Although previous awards may have been based on different criteria, the relevant current criteria is that of *progress*. A person is not to be considered eligible merely on account of being a good or famous photographer. Nor is someone who has primarily *used* photography as an aid to achieving some other objective such as environmental awareness.

A person (or corporation) which has invented something which has ultimately had a major impact on photography (such as the invention of CCD and LCD devices) can be considered under the concept of *allied subject*. For example whereas the GoPro (the 2016 winner) is in one sense just another camera, its unique versatility has enabled it to be used in ways that other more conventional cameras could not and as such has had a significant impact on photography.

However, where someone has had a major impact on a particular type of photography or method of taking or producing pictures, that could be considered suitable. Equally someone whose teaching or writing or workshops has had a major influence or encouraged a significant number of people to engage in photography, and this work was done primarily for this objective, then such a person could be considered suitable.

Although not a major factor, if the potential recipient were to be able to give a seminar or workshop or talk at the PSA Photo Festival, then this would certainly be a positive aspect which should be considered.

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3. COMMITTEE REPORTING RELATIONSHIP

The Progress Committee shall be responsible to and report to the PSA President.

4. COMMITTEE STRUCTURE

The Progress Committee is composed of five members all of whom shall be PSA members. The President of the Society shall appoint members of the Committee for a period of five years, with a new member normally appointed each year. Each member is appointed with the understanding that they may be requested to serve as Chairperson. There is no geographical restriction with respect to a member's place of residence .

The President shall appoint the Chairperson.

When the PSA President appoints a new member or when a member ceases to be a member of the Committee, or when the Chairperson is appointed, the following list shall be updated and circulated to all members of the Committee and the Secretary of the PSA and the PSA Web Master. The Committee list is updated after the annual PSA Photo Festival. Please contact the PSA Webmaster to update the list at this email address: psawebeditor@gmail.com

<https://psa-photo.org/index.php?about-psa-committees>

5. RESPONSIBILITIES

5.1 Chairperson

- Shall welcome new members of the Committee via email and send them a copy of the current MOM and a copy of the current list of potential candidates
- Shall chair any meetings of the Committee or assign a replacement if unable to attend a meeting.
- Shall be responsible for maintaining and updating the MOM as required and distributing the revised document to all members.
- Shall be responsible for updating the list of recipients directly after the PSA Photo Festival and ensuring that the web page list is up-to-date.
- Shall be responsible for ensuring that a copy of the *PSA Journal* which lists the recipient (usually the November issue) is sent to the recipient.

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- Shall maintain the list of potential candidates, removing any who have deceased and adding those suggested by Committee members.
- Shall co-ordinate discussion of the potential candidates with the other members of the Committee via email.
- Shall arrange a short list of potential candidates based on the discussions and seek approval for the list from the President
- Shall contact the potential candidates to ascertain availability. The candidate is expected to attend the Photo Festival and give a small (10 minutes maximum) speech at the Banquet on the final night of the Photo Festival. Travel and accommodation expenses are covered by PSA. (see page 5)
- If relevant, consideration should be given to asking if the person would be in a position to give a feature talk or even informal seminar at the PSA Photo Festival on the Saturday in addition to the words at the banquet.
- Shall report to the President on the final list and recommended candidate.
- If requested by the President, shall make direct contact with the successful candidate informing the person that they have been selected.
- If a short list was used with contact being made, thanking those not selected.
- Shall ensure with the Photo Festival Chairperson that accommodation has been booked at the Photo Festival Hotel for the recipient for the Friday and the Saturday of the Photo Festival and that suitable travel arrangements have been made for any relevant airport to hotel transportation and that the recipient is aware of such arrangements.
- If the recipient has agreed to give a seminar / talk, ensure that an available room has been reserved and that the details (time, room, talk title, etc.) are sent to the Photo Festival Chairperson for inclusion in the Photo Festival Program.
- Where contact with the final recipient was made via any intermediary, then after the Photo Festival has finished shall thank such intermediary for their assistance. Where the outgoing Chairperson is no longer a member of the committee, such thanks is to be still done by that person who was communicating with the intermediary.
- Write a short citation for the award. This would be due by June 1 and sent to the PSA Head Office Manager. (NOTE: there are sample citations in this document in Appendix A)
- Make arrangements with PSA Head Office Manager for hotel rooms, Banquet ticket, and air fare reimbursement for the recipient and partner.

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- If not personally attending the Photo Festival, then shall arrange for a member of the Committee to meet the recipient and take care of the recipient whilst at the Photo Festival. Both the recipient and the person appointed to look after the recipient (and their partners) shall sit at the Head Table. The appointed person shall introduce the recipient at the Banquet.
- Write a short article describing the recipient's work and the reasons for the selection. This is due August 1 to the *PSA Journal* editor. Previous such notices can be seen in the October or November issue of the PSA Journal.

5.2 Members

- Shall undertake their own investigations of potential candidates and put forward any suitable names not already on the list of potential candidates
- Shall participate in discussions of potential candidates via email to all members. Discussion includes both positive and negative opinions and reasons
- Shall assist in deciding upon the short list and the order of such a list.
- If attending the Photo Festival and the Chairman is not attending the Photo Festival, shall be available to meet and look after the award recipient. This includes, **if requested by the PSA President**, sitting at the Head Table at the Banquet (along with partners) and introducing the recipient at the appropriate time.

6. BUDGET

Refer to Appendix D for the Award Honorarium

However, there may be financial aspects such as the travel and accommodation for the recipient and the customary honorarium for the recipient, which exceed the requested budget. These exceptions are handled directly by the PSA Executive Committee once the recipient has agreed to receive the award.

If Committee members have incurred direct costs during the performance of their duties, such as postage and/or telephone calls, these costs can be claimed from the PSA (via the PSA Treasurer) in the customary manner with documented receipts.

7. SUCCESSION PLANNING POLICY

The Photographic Society of America has a Succession Planning Policy which is simply a way for an organization, society or group to plan for the orderly and

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successful replacement of key officers, leaders, chairs or any position in the organization deemed to be essential to function efficiently.

Information can be found at this website:
<https://psa-photo.org/index.php?psa-policies>

APPENDIX A - SAMPLE CITATIONS

The following are examples of a citations that have accompanied / been engraved on previous awards. The full citation is to be worded in conjunction with and with the approval of the President.

PHOTOGRAPHIC SOCIETY OF AMERICA

Progress Award

Presented to Nick Woodman and the GOPro Corporation 2015

For their pioneering work in the development and distribution of wearable mountable cameras allowing users to capture, create and share the most captivating moments. With GoPro's razor focus on affordability and ease of use, GoPro Hero cameras have opened up new generations of photo enthusiasts, expanded vistas of creativity, and enabled new paradigms of visual communications using social media to share and explore across the worldwide web.

PHOTOGRAPHIC SOCIETY OF AMERICA

Progress Award

Presented to Masuji Suto 2016

For his contribution to the adoption of 3D photography through the development and continuous improvement of the freely available software StereoPhoto Maker. StereoPhoto Maker has not only become the signature tool for stereophotography, but also has enabled many new and experienced photographers to enter digital 3D.

APPENDIX B - PREVIOUS RECIPIENTS

This list is to be updated annually after the PSA Photo Festival.

<https://psa-photo.org/index.php?awards/progress-medal/previous-recipients/>

YEAR	NAME	CITATION / REASON
2019	Steve Van Slyke and Ching W. Tang Not on PSA WEBSITE	Invention of the OLED (organic light emitting diode)
2018	Phillipe Kahn	Created first camera phone
2017	Prof Nick Holonyak	Inventor of the LED (light emitting diode)
2016	Masuji Suto	Creator of the StereoPhotoMaker stereo image editor
2015	Nick Woodman and the GoPro Corporation	Creators of GoPro Cameras
2014	Sir Timothy Berners-Lee	Inventor of the World Wide Web
2013	Kenneth Lauren Burns	For his informative, historical and documentary abilities
2012	Dr. Fujio Masuoka	Inventor of flash memory
2011	Nobukazu Teranishi	Outstanding and critical contributions to digital photography
2010	Art Wolfe	Photographer, author, environmentalist
2009	Felice Frankel	Clarification of science through photography
2008	Minoru Usui	Micro Piezo Inkjet printing technology
2007	Frans Lanting	Environmental photographer
2006	Steven J. Sasson	Conceived first digital camera
2005	Larry J. Hornbeck	DLP projection technology
2004	David Muench	Landscape photographer
2003	Eric R. Fossum	Developer, CMOS chip
2002	John Shaw	Nature photographer, educator and author
2001	Thomas Knoll John Knoll	Co-Creator Adobe Photoshop
2000	Dr. Robert Q. Fugate	Adaptive optics
1999	Dr. Tung H. Jeong	Developments in Holography
1998	George D. Lepp	Nature photographer; author, inventor
1997	Lennart Nilsson	Medical field video

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YEAR	NAME	CITATION / REASON
1996	Scott A. Brownstein	Photo CD inventor
1995	Dr. Albert L. Sieg	Many patents contributing to photographic science in area of graphic arts
1994	no award given	
1993	Dr. David F. Malin	Deep sky photography
1992	Gordon Parks	Photojournalist; writer, director, film producer
1991	Jack S. Kilby Robert N. Noyce	Integrated circuit co-inventor
1990	Freeman Patterson	Photographer, author
1989	Eliot Porter	Photographer
1988	Dr. Robert Edward Booms Dr. James T. Kofron	T-grain emulsion development
1987	Alfred Eisenstaedt	Photojournalist
1986	Willard S. Boyle George E. Smith	Charge couple device development
1985	Arthur Rothstein	Photojournalist
1984	Clifton C. Edom	Photojournalism educator
1983	John G. Mulder	Film coating, international standards
1982	Herbert T. Robinson	Carousel slide projector inventor
1981	Paul Arnold	Standards for film, cartridge, holder
1980	Allan MacLeod Cormack	Cat scan technique
1979	Godfrey N. Hounsfield	Cat scan technique
1978	Allen G. Stimson	Inventor, exposure meter devices
1977	Jacques-Yves Cousteau	Undersea photography research
1976	Dr. Wesley T. Hanson Jr.	Kodacolor film research
1975	Dr. John Nash Ott	Time lapse & photo biology
1974	HarrisB. Tuttle	Medical, sports, forensic photography
1973	H. Lou Gibson	Medical, technical, nature photography
1972	Dr. Katherine Burr Blodget	Non-reflective glass development
1971	Dr. Victor Hasselblad	Camera creator
1970	Leopold Godowsky	Kodachrome film co-inventor
1969	Ansel Adams	Photographer, author

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YEAR	NAME	CITATION / REASON
1968	C.B. Neblette	Educator, editor, author
1967	Capt. Edward J. Steichen	Navy, Family of Man curator
1966	Adolf Fassbender	Photographer & educator
1965	Beaumont Newhall	Historian, author & curator
1964	Dr. Deane Rowland White	Physicist, photo standards development
1963	Dr. Melville Grosvenor	President & editor National Geographic
1962	Dr. Herman Hans Duerr	High speed mono & color research
1961	Lloyd E. Varden	Educator, historian
1960	Dr. Edwin H. Land	Camera, light polarizing material
1959	W.R. Hunter Dr. D.M. Packer J.D. Purcell Dr. Richard Tousey	Space research photography
1958	Roy E. Stryker	Government photo agencies chief
1957	Edward Weston	Photographer
1956	Dr. John I. Crabtree	Chemistry & motion picture development
1955	Dr. Harold E. Edgerton	Electronic flash development
1954	Henry R. Luce	Life Magazine editor-in-chief
1953	no award given	
1952	Walt Disney	Motion picture art contributions
1951	Col. George Goddard	Chief Air Force photo lab, Dayton, OH
1950	Dr. Lloyd A. Jones	Kodak field of sensitometry
1949	J. Dudley Johnston	Clubs & societies development
1948	Dr. C.E.K. Mees	Technical achievement & literature

PSA PROGRESS COMMITTEE - MOM - APPENDIX C

PROGRESS AWARD HONORARIUM - recognizes a person who has made an outstanding contribution to the progress of photography or an allied subject. The recipient does not have to be a member of the Society.

Honorarium	Travel**	Comments
<p>Attending/presenting - \$500 if traveling in North America, \$1,000 for international travel.</p>	<p>Two nights hotel and banquet for up to two individuals. For non-PSA members, registration and travel reimbursed for reasonable transportation. Reasonable transportation would include a competitively priced coach airfare and airport shuttles at the festival/conference location. For someone driving rather than flying, the reimbursement would be the United States IRS mileage reimbursement rate but not to exceed a competitive airfare. Travel expenses would be reimbursed at the festival/conference and not prepaid. However, transportation expenses should be limited to \$3,500</p>	<p>Notification letter with expectations, logistics, travel accommodations and request for response.</p>
<p>Attending only - \$500</p>	<p>Two nights hotel and banquet for up to two individuals. For non-PSA members, registration and travel reimbursed for reasonable transportation. Reasonable transportation would include a competitively priced coach airfare and airport shuttles at the festival/conference location. For someone driving rather than flying, the reimbursement would be the United States IRS mileage reimbursement rate but not to exceed a competitive airfare. Travel expenses would be reimbursed at the festival/conference and not prepaid. However, transportation expenses should be limited to \$3,500</p>	<p>Notification letter with expectations, logistics, travel accommodations and request for response.</p>

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Not attending - \$250 if sending a program. No honorarium if no program	N/A	Notification letter with expectations, logistics, travel accommodations and request for response.
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