

## **Procedure to appoint “Muybridge award”**

1. About 12 months before the Congress, the Past-President starts the arrangements to appoint the Muybridge award. The Past-President will be the chair of this committee, which will also include the other two Presidents, the Diversity officer, one Awards Officer, and the Fellows representative. There will be flexibility for the Chair to add other members of the Council in case of unavailability or conflict of interest of any of these, and to provide diversity as for expertise, gender, geography etc. The committee eventually must be composed of maximum 7 members.
2. To generate a shortlist of candidates, an open call to ISB members will be published (e.g. through the newsletter ISB Now) asking for nominations for the Muybridge award. Nominations will be supported by documents (CVs and academic indexes, facts, and stories). Elected ISB Council members (including Presidents) are not eligible for the award during their service on the ISB Council.
3. Nominations from the open call to ISB members may be self-nomination, but in any case must include 2 letters of recommendation from ISB members (support letters cannot be authored by current Council members). Nominations can also be made by the Muybridge award Committee, or may be solicited by the committee through Affiliate Societies and Regional representatives to provide diversity in the shortlist.
4. The nominations will be assessed by the Muybridge award Committee based on career achievements in biomechanics. The appraisal may include technical criteria and traditional academic metrics (such as grants, publications, and other bibliometrics), impact statement, and also additional criteria to help mitigate biases against underrepresented minorities, ensuring a more inclusive and equitable evaluation process. The Committee shall consider additional criteria to ensure a fair and comprehensive evaluation. These include, but are not limited to:
  - i. History of service: Contributions to ISB, its Affiliated Societies, and its Technical Groups.
  - ii. Career achievements over the recent years: Professional trajectory and impact of the candidate's biomechanical research, both locally and globally, while considering individual circumstances that may have influenced career progression.
  - iii. Overcoming barriers: Recognition of challenges that may have impacted the candidate's academic and professional opportunities, such as maternity or parental leave, difficulties in attending conferences, securing funding, or publishing due to conflicts, natural disasters, or other significant disruptions.
  - iv. Geographical context: Consideration of structural and systemic challenges faced by candidates from different regions, including those from Economically Developing Countries (EDCs), as well as language and cultural constraints that may affect professional visibility and engagement.
5. Based on these criteria, the Committee will identify 3 to 5 candidates among the nominees. Eventually, the committee will establish a rank of the top three candidates. If a consensus is not reached in one or two discussion meetings, a vote shall be conducted, and each committee member can rank each candidate on a secret ballot (arranged by the Chair) from 1 to 5, for the final rank of the sum of votes.
6. The Chair shall pass the list to the following Presidents along with the Secretary General, to create/maintain a general list of potential candidates, as suggested by the committees over time.
7. Once the awardee has been selected as the top of the three, possibly six months before the Congress she/he will be notified by the Chair for acceptance, with the following conditions:
  - a. To attend the following ISB Congress (with no Congress fees for the awardee; costs up to AU\$5000 being covered by ISB, as for Congress Hosting Guidelines);
  - b. To present the Muybridge Award lecture at the Congress, with duration up to 60 minutes.If this is not accepted by the top candidate, the second and in case the third of the rank will be contacted with the same honours and conditions.