

TERMS OF REFERENCE

**ToRID & Cte Name: TOR12: PRESIDENT'S DISTINGUISHED ACHIEVEMENT AWARDS
SELECTION COMMITTEE***Issued by:* President*Effective:* 2020-10-05

1. PURPOSE

The purpose of this committee is to recommend to the President the recipients of the President's Distinguished Achievement Awards. The Committee is a standing Subcommittee of Senior Leadership Council.

2. DEFINITIONS

None

3. MEMBERSHIP AND TERM OF OFFICE

Committee membership includes:

- One member appointed by the President, for a mutually agreed term, from among full-time academic employees who have indicated an interest in serving;
- One member appointed by the President, for a mutually agreed term, from among full-time Support Staff employees who have indicated an interest in serving;
- One representative of the Student Union for a 1-year term, who is either the President of the Student Union or a designate who has indicated an interest in serving;
- The President, ex officio, who serves as Committee chair.

Selection Committee members are not eligible for nomination for an award during their term of office.

4. MEETINGS AND CONDUCT OF BUSINESS

- 4.1. Meetings of the Committee are called and facilitated by the Office of the President.
- 4.2. Quorum for holding a meeting is all members.
- 4.3. The Committee selects recommended award recipients from among nominees. In selecting recipients, the Committee applies the criteria outlined in Standard 1 of policy C301: President's Distinguished Achievement Awards.
- 4.4. Resolution on matters before the Committee is by consensus.
- 4.5. Communication between the Committee and the College community on all matters pertaining to the President's Distinguished Achievement Awards is channelled through the President's Office.

COLLEGE COMMITTEES

5. AMENDMENT AND RESOLUTION

These terms of reference may be amended by the President.

6. REFERENCES

College policy [C301: President's Distinguished Achievement Awards](#)

7. ATTACHMENTS

None.

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