

Board Awards and Recognition Committee: Terms of Reference

1. Mandate of the Committee

The mandate of the Board of Governors Awards Committee is to oversee the nomination of candidates for honorary degrees and alumni awards, and to advise the Board of Governors on the awarding and (where applicable) the revocation of recognition.

2. Areas of Responsibility

2.1 Nomination of Candidates

- 2.1.1 Recommending to the Board of Governors the adoption of criteria for the nomination of candidates.
- 2.1.2 Developing procedures for the nomination of candidates; and
- 2.1.3 Making nominations for candidates to the Board of Governors.

2.2 Revocation

- 2.2.1 Recommending to the Board of Governors the adoption of criteria for the revocation of an honorary degree or alumni award;
- 2.2.2 Developing procedures for the revocation of an honorary degree or alumni award; and
- 2.2.3 Recommending to the Board of Governors the revocation of an honorary degree or alumni award.

2.3 Other tasks

- 2.3.1 Ensuring coordination of award processes with University Relations, particularly regarding outreach, notification to recipients, call-for-nominations, and recognition programming;
- 2.3.2 Reviewing award programs periodically for relevance, integrity, and alignment with peer institutions.
- 2.3.3 Executing other tasks as directed by the Board of Governors.

3. Composition

3.1 Voting Members

- President and CEO (chair)
- Chair, Board of Governors Advancement Committee
- Executive Director, University Relations
- Vice-President, Academic
- President, Students' Association or Designate
- One of either the GFC or Faculty Association representative to the Board of Governors
- One Public Member of the Board of Governors
- One External Alumni

3.2 Non-Voting Member

- University Secretary

4. Quorum

A simple majority of Committee members constitutes quorum for the Committee.

5. Procedures of the Committee

5.1. The deliberations of the Committee shall take place in-camera and are confidential to the Committee. The Committee shall not disclose information on decisions to anyone, except by making a recommendation to the Board of Governors.

5.2. Members of the Committee who nominate or write letters of support for candidates shall recuse themselves from discussion when that candidate is being considered by the Committee.

5.3. The Committee shall use criteria approved by the Board of Governors for selecting those nominees to recommend to the Board of Governors.

6. Reporting to the Board of Governors

The committee will regularly report to the Board of Governors with respect to its activities and decisions.

Approved by Board of Governors: May 12, 2026

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