

September 2019

Distinguished Service Award Advisory Committee

Membership:

Chair of the Board (as Chair of the Committee)
Chancellor
President and Vice-Chancellor
Faculty Board Member

Resource:

Executive Director, University Governance (University Secretary)

Duties:

This Committee will meet annually and is responsible to the Board of Governors on matters concerning the Board of Governors Distinguished Service Award (DSA). The Committee's duties are to:

1. Annually review and make recommendations to the Board for approval changes to the terms, conditions, and mode of recognition for the DSA.
2. Annually review nominations for the DSA and, when a suitable candidate is identified, recommend to the Board approval of the nominee to receive the DSA which is **normally** presented at the Board's December function/celebration.
3. Annually review its terms of reference and recommend changes as required to the Board as appropriate.

On behalf of the Committee, the Executive Director, University Governance will issue a call for nominations for the DSA annually, normally in the fall.

Annual Work Plan and Reporting:

Key Agenda Items/Activities	Sept	Dec	Mar	May	Jul	At least annually or as required
University Secretariat (Executive Director, University Governance) will issue the annual call for nominations		√				
Committee will meet to review submissions and may recommend an Award nominee for approval			√			