
NOMINATIONS AND AWARDS COMMITTEE

Each year, nominations are required for a variety of committees and awards within the Faculty of Health Sciences and the University at large. The main function of this committee is to seek out and prioritize nominations for these committees and awards. In line with McMaster University's commitment to inclusive excellence, the committee will integrate principles of equity, diversity, inclusion, and indigenous reconciliation (EDI-IR) in all aspects of the nomination and award process, including its processes for soliciting and assessing candidates. This includes an appreciation of the different ways of knowing and a willingness to reflect upon what constitutes scholarship and excellence in the context of teaching and research.

This committee will be actively involved in, and where appropriate, be responsible for, nominations related to:

- Community of Distinction inductees
- Distinguished University Professors
- FHS Representatives to University bodies and other Faculties
- Honorary Degrees
- Hooker Distinguished Visiting Professor
- University Elections
- University Scholars
- Other awards and positions as appropriate

Membership:

Co-Chair: Executive Vice-Dean & AVP Academic

Ex Officio: Vice-Dean, Faculty Affairs
 Vice-Dean, Research
 Vice-Dean, School of Nursing (SON)¹
 Vice-Dean, School of Rehabilitation Science (SRS)¹
 Chair, Department of Medicine

Members: Four (4) Faculty members, appointed for a three-year term (once renewable). Of these, one (1) member will serve as co-chair.
 One (1) Department Chair, rotated across Departments and appointed for a two-year term.

Consultants: Manager, Strategic Communications, Awards and Distinctions
 (non voting) Faculty Secretary
 Additional consultants may be appointed as appropriate

Secretary: Executive Assistant to the Executive Vice-Dean & AVP Academic
 (non voting)

Selection of Members

The Faculty's Nominations Network and existing members of the Nominations and Awards Committee may submit nominations for any open position. The FHS Nominations and Awards Committee will make the final decision on membership, ensuring that members meet the criteria for membership and are selected based on principles of equity and inclusion.

Department Chair representatives will be appointed on a rotating basis, ensuring that as many Departments as possible are represented on the committee.

Criteria for Membership:

Members of the committee are expected to:

- Be knowledgeable and experienced in their respective field.
- Be aware of broad-ranging expertise and excellence across the Faculty of Health Sciences.
- Have completed EDI training and Cultural Safety Training.
- Be intentional in reviewing, identifying and diversifying the pool of potential candidates for awards with an equitable and inclusive lens.
- Be prepared to make the necessary time commitment.

Quorum:

The quorum for any meeting is 50% + 1 of the voting members.

Decisions that receive the support of at least half of the voting membership will be considered approved and will be brought forward to the appropriate committee.

Electronic voting is allowed and motions that are approved by a majority of members will be considered approved.

Review Schedule:

This policy is scheduled to be reviewed every 5 years. The next scheduled review will take place in 2028.

Most recent approvals: FHS Faculty Executive Committee, September 8, 2023

General Policy Inquiries: **FHS Secretariat** (fhsec@mcmaster.ca)

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