

## DEGROOTE SCHOOL OF BUSINESS

### The Wayne C. Fox Distinguished Alumni Award

#### Terms of Reference

#### Name

The name of the award shall be the **Wayne C. Fox Distinguished Alumni Award** of the DeGroot School of Business.

#### Criteria

The Award recognizes a recipient who has demonstrated core values of excellence, integrity and leadership which have been reflected as follows:

- Service and support to McMaster University / DeGroot School of Business: the recipient's deeds and actions reflect the importance of their educational training, pride in alma mater and loyalty, as demonstrated through their interest in and support of the University, the School of Business, and their programs.
- Professional achievement: the recipient has attained prominence and success through their career path and ongoing trajectory.
- Service to society: the recipient exhibits integrity and a demonstrated commitment to service through an interest in bettering the lives of others through volunteer efforts.

#### Notes:

- *Candidates shall not be self-nominated.*
- *Nominations will expire after three years and be removed from consideration unless the profiles are updated and/or resubmitted.*

## Eligibility

Nominations are open to members of the DeGroote alumni community. Nominations will also be considered for individuals who are honorary alumni or recipients of an honorary doctorate degree from the School of Business, and non-alumni who have demonstrated extraordinary affinity to the School (at the discretion of the Selection Committee).

In exceptional circumstances, the Wayne C. Fox Distinguished Alumni Award will be considered for an individual who is not alumni, including a faculty or staff member. Their contributions must be outstanding, above and beyond those expected in their normal duties. An **honorary** award will be considered to recognize their dedication and demonstrated commitment to the DeGroote School of Business and/or McMaster University. This will be in addition to the selection of a member of the DeGroote alumni community for any given year.

Ideally, the recipient must be present at the ceremony to accept the award for that particular year. Under extenuating circumstances, the award will be presented in absentia. If coordinating a date is problematic, then the award may be deferred to the next year and another candidate may be considered.

## Selection

Nominations may be submitted in writing and with full supporting material to the Marketing and Community Engagement Manager (DeGroote School of Business) at any time. The Award is typically presented in the spring; therefore, the deadline for submitting nominations shall be **September 30** (of the previous year).

The award selection committee may be comprised of the following:

- Dean, DeGroote School of Business
- Associate Dean, Undergraduate Studies, DeGroote School of Business
- Associate Dean, Faculty Affairs, DeGroote School of Business
- Associate Dean, Graduate Studies, DeGroote School of Business
- Associate Dean, Research, DeGroote School of Business
- VP, University Advancement
- Volunteer members of the Executive Committee (i.e., past award recipients)

The internal committee shall review and assess nominations and present the short list to the Executive Committee for discussion and selection. The Executive Committee is comprised of past Wayne C. Fox Distinguished Alumni Award recipients who are invited to opt-in to participate in the process each year.

As a courtesy, prior to making the announcement public, the Dean shall advise the Award's namesake, Wayne C. Fox, as well as the president and vice-chancellor of the University.

*Award recipient selection is final and based on the committee's collective input and is not subject to appeal.*

### **Value**

The honouree will be presented with an award engraved with their name, date, and Award name. A plaque with the recipient's photos will be installed on the award feature at the DeGroote School of Business, Ron Joyce Centre in Burlington. In addition, the recipient will be presented with a photo album capturing the event's highlights.

### **Promotion**

The call for nominations will be issued annually through the DeGroote School of Business' Knowledge Magazine e-newsletter, the DeGroote website, various social media channels and/or email.