

DEGROOTE SCHOOL OF BUSINESS ALUMNI ASSOCIATION
Terms of Reference for
The Wayne C. Fox Distinguished Alumni Award

1. Name

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

2. 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 his or her 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 his/her 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.

Note: Candidates shall not be self-nominated

3. Eligibility

Nominations are open to members of the DeGroot 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 at the discretion of the Selection Committee.

Faculty and staff of the University are eligible; however, their contributions should be above and beyond those expected in their normal duties. The award shall not be made in absentia. The recipient must be present at the award ceremony in order to accept the award for that particular year. If co-ordinating a date is problematic, then the award may be deferred to the next year and another candidate may be considered.

4. Selection

Nominations may be submitted in writing and with full supporting material to the Advancement Office (DeGroot School of Business, Advancement Team) at any time. Since the Award will usually be presented in the spring, the deadline for submitting nominations shall be June 15 (of the previous year). The Awards Selection Committee shall review nominations and, if there is a suitable candidate, present the nominee's name to the Executive Committee for approval. The Selection Committee is comprised of the following members:

- Dean and/or associate dean, DeGroot School of Business
- Vice-president, University Advancement
- Past recipients of the WCF Distinguished Alumni Award
- Associate Director of Advancement, DeGroot School of Business (ex officio)
- Advancement Officer, DeGroot School of Business (ex officio)

As a courtesy, prior to making the nomination public, the Advancement Office shall advise the president and vice-chancellor of the University; the Dean shall advise the Award's name sake, Wayne C. Fox.

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

5. Value

The honouree will be presented with a tasteful award engraved with his/her name, date and Award name. In addition, the recipient may also receive a commemorative gift at the discretion of the Selection Committee (and with input from the recipient's family and/or close colleagues) and will be presented with a photo album capturing the event's highlights.

6. Promotion

The call for nominations will be issued annually through the DeGroot School of Business' Month@DeGroot e-newsletter, the DeGroot website, various social media and via email blast to the greater DeGroot alumni population.