

Common Law Honour Society



**TERMS OF REFERENCE
FOR
SELECTION COMMITTEE**

COMMON LAW HONOUR SOCIETY

SELECTION COMMITTEE

INTRODUCTION AND CRITERIA

Established in 2003, the Common Law Honour Society is the Common Law Section's most prestigious alumni distinction. The Honour Society will induct a maximum of three graduates each year. There is no minimum number of inductees in any one year. Graduates deemed worthy of induction into the Honour Society will have used their legal education as a foundation for the achievement of great success in their chosen professions, have made a significant contribution to the community or to the advancement of the law school, and reflect the excellence and diversity of the uOttawa common law section's alumni. Elected officials are not eligible for consideration while they are holding public office.

PURPOSE OF SELECTION COMMITTEE

The Selection Committee is responsible for evaluating candidate nomination packages and selecting up to three graduates to induct into the Common Law Honour Society each year.

SELECTION COMMITTEE

The selection committee will comprise:

1. the Dean of the Faculty of Law, Common Law Section, or his/her delegate; and
2. a minimum of four (4) additional members appointed by the Dean, two (2) of which must be members of the Common Law Honour Society.
3. There shall be a maximum of six (6) members of the committee, including the Dean.
4. Members of the Selection Committee shall be appointed for a three (3) year term, with a maximum of one renewal.

Selections Committee members must be alumni of the University of Ottawa, Common Law Section. Membership should reflect the diversity of alumni in terms of geographic location, language, equity deserving groups, gender and career path (private practice, public sector, in-house counsel, non-practitioner, etc.).

Names of the members of the Selection Committee along with a brief bio or link to a bio shall be posted on the Common Law website.



APPLICATION PROCEDURE

All applications must be submitted online by the deadline. Nominations may be made by any alumnus or alumna of the Common Law Section. There are no self-nominations. Nominators are encouraged to propose individuals who have demonstrated excellence in the law, are of high moral character, and who will contribute to the advancement of the law faculty.

Each nomination letter shall set out in detail the reason for the nomination and why the nominee merits inclusion in the Common Law Honour Society. The nomination letter must address how the nominee has achieved significant success in their career to date and how they have made a significant contribution to the community or to the advancement of the Faculty of Law, and how they reflect the excellence and diversity of the uOttawa common law section's alumni. All elements are required.

Each nomination package shall include: (1) nomination letter; (2) the nominee's CV; (3) up to three letters of support; and (4) any additional supporting materials (media reports, etc.). The nomination package shall not exceed 20 pages.

AWARDING PROCEDURES

Members of the Selection Committee will:

1. evaluate each nomination equally, without bias, bearing in mind the Common Law Section's fundamental commitment to bilingualism (English-French), gender equality and diversity;
2. meet each spring (in person or by conference call) to review nominations and select recipients; and
3. not nominate or write letters of support for a candidate while serving on the Selection Committee

FACULTY CONTACTS

Faculty/Department:

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uOttawa

Faculté de droit
Faculty of Law

Section de common law
Common Law Section

MEMBER CONTACTS: TBD



* *Members of the Common Law Honour Society*

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