



McGill

Faculty of
Dental Medicine and
Oral Health Sciences

Faculté de
médecine dentaire et des
sciences de la santé orale

Terms of Reference for the Faculty of Dental Medicine and Oral Health Sciences Hall of Honour Committee

This Committee was constituted on January 9, 1969 to honour distinguished contributors to the Faculty of Dental Medicine and Oral Health Sciences.

MANDATE

1. To make recommendations to the Executive Committee and Faculty Council on the matter of the names to be included in the Hall of Honour.
2. To review and recommend to the Executive Committee and Faculty Council any changes, if appropriate, to the regulations pertaining to the Hall of Honour. The approved terms of reference may be changed by Faculty Council. The approved terms of reference will be reviewed every 3 years and revised if necessary.

COMPOSITION

The Committee is chaired by the Dean of the Faculty of Dental Medicine and Oral Health Sciences of McGill University, or by a delegate.

Membership

Voting elected members

Two academic representatives of the Tenured Academic Staff
Two academic representatives of the Contract Academic Staff

Voting *Ex officio* members

Dean of the Faculty of Dental Medicine and Oral Health Sciences

Non-Voting *Ex officio* member

Secretary to the committee

TERM OF OFFICE

All Regular Voting Members shall be active members of the faculty and will hold office for three years and may be renewed for one additional term of three years at the discretion of Faculty Council.

Regulations

1. Recognition in the Hall of Honour is an exceptional form of recognition. The contributions that warrant recognition in the Hall of Honour must involve bringing significant positive changes to the Faculty of Dental Medicine and Oral Health Sciences.
2. The Hall of Honour awardees can be members of the Faculty (active, retired or deceased), or other contributors from other units or from outside the University who have made a very significant and exceptional contribution to the welfare and advancement of the Faculty over an extended period. Awardees are recommended by the Hall of Honour Committee and submitted to the Executive Committee for Faculty Council for approval.
3. A picture of the Honouree will be displayed in a designated location in the Faculty. Each image will have the name affixed, and be mounted in identical frames to maintain uniformity.
4. The Faculty will maintain a book in which a brief curriculum vitae of each honoured member will be recorded.

Methods of Nomination

A call for nominations for the Faculty of Dental Medicine and Oral Health Sciences's Hall of Honour will be announced in January every 3 years. The Hall of Honour Committee will meet to consider nominations, and any new honourees will be installed in September at the beginning of the academic year.

Proposals for candidates for the Hall of Honour will be made to the Hall of Honour Committee in writing, with signatures of five (5) active members of the Faculty. Proposals must be accompanied by a detailed curriculum vitae of the candidate, and five (5) letters of support justifying the nomination. The letters of support should emphasize the truly outstanding and remarkable contributions of the individual over a prolonged period of time.

The Hall of Honour Committee will present the name of its selected candidate for consideration by the Faculty's Executive Committee which will then bring the name it has approved to Faculty Council for final approval. Names proposed by the Hall of Honour Committee but not accepted by the Executive Committee will be returned to the Hall of Honour Committee for reconsideration during the next cycle

The Nomination Form is attached as Appendix "A".

CONDUCT OF MEETINGS

Meeting Frequency and Functions

Meetings shall be convened at the call of the Chair, or at the request of a member of the Hall of Honour Committee or at the direction of Faculty Council. At any meeting a simple majority of all voting members shall constitute a quorum.

REPORTING FUNCTION

The Hall of Honour Committee shall report to the Executive Committee of the Faculty on the date specified for this Committee to do so, and at other times as necessary as the deliberations of the Committee may require. The Chair shall also report to the Executive Committee all recommendations arising from the Hall of Honour Committee.

Approved by Executive on December 16 th , 2022	Chair's Signature <u></u>
Approved by Faculty Council on March 1 st , 2023	Chair's Signature <u></u>



Appendix A

Membership for the Faculty of Dental Medicine and Oral Health Sciences

Hall of Honour Committee

Academic Year: 2022-23

Voting elected members	Name	Term
2 academic representatives of the Tenured Academic Staff	Paul Allison Marc McKee	2023-26 2023-26
2 academic representatives of the Contract Academic Staff	Samer Abi Nader Nathalie Morin	2023-26 2023-26
<i>Ex Officio Voting Member</i>		
Dean of the Faculty or delegate	Elham Emami	2023-26
<i>Ex Officio Non-Voting Member</i>		
Secretary of the meeting	Annet Schütt	



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Addendum

**Terms of Reference for the Faculty of Dental Medicine
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Hall of Honour Committee**

An Addendum to the Terms of Reference for the Hall of Honour Committee was entered on April 21, 2023, to reflect the name change of the Faculty.

ADDENDUM

This Committee was constituted on January 9, 1969, to honour distinguished contributors to the Faculty of Dentistry, today entitled Faculty of Dental Medicine and Oral Health Sciences.

No further change was made.