

## UNIVERSITY OF MANITOBA BYLAW

<b>Bylaw:</b>	<b>DISTINGUISHED SERVICE AWARD COMMITTEE BYLAW</b>
<b>Effective Date:</b>	
<b>Revised Date:</b>	May 19, 2015
<b>Review Date:</b>	May 19, 2025
<b>Approving Body:</b>	Board of Governors
<b>Authority:</b>	
<b>Responsible Executive Officer:</b>	University Secretary
<b>Delegate:</b>	
<b>Contact:</b>	Governance Specialist, Office of the University Secretary
<b>Application:</b>	Board of Governors Members

### Part I Reason for Bylaw

- 1.1 There shall be a Committee of the Board known as the “Distinguished Service Award Committee”.

### Part II Bylaw Content

#### **Membership**

- 2.1 The membership of the Distinguished Service Award Committee will consist of:
- (a) The Chair of the Board of Governors
  - (b) The Chancellor
  - (c) The President
  - (d) A student member of the Board of Governors

- (e) Three other members of the Board of Governors

### **Terms of Office**

- 2.2 The term of office of an elected member of the Distinguished Service Award Committee shall be for a period not exceeding three (3) years following such person's election and shall terminate when such person ceases to be a member of the Board, or resigns, or when such person's membership in the Committee is sooner terminated by the Board.
- 2.3 The Chair and the Vice-Chair of the Distinguished Service Award Committee shall be appointed annually by the Board of Governors on the recommendation of the Governance and Nominating Committee.

### **Duties of the Committee**

- 2.4 The duties of the Distinguished Service Award Committee include the following:
  - (a) To recommend, pursuant to the approved Policy and Procedure on Distinguished Service Awards, candidates for the Distinguished Service Award for consideration by the Board of Governors; and
  - (b) To recommend to the Board of Governors on policy and criteria to be used in awarding the Distinguished Service Award.

## **Part III Accountability**

- 3.1 The Office of Legal Counsel is responsible for advising the University Secretary that a formal review of this Bylaw is required.
- 3.2 The University Secretary is responsible for the implementation, administration and review of this Bylaw.
- 3.3 Board of Governors members are responsible for complying with this Bylaw.

## **Part IV Authority to Approve Procedures**

- 4.1 The Distinguished Service Award Committee may approve Procedures, if required, which are secondary to and comply with this Bylaw in order to carry out the duties outlined in subsections 2.4(a) and (b).

## **Part V Review**

- 5.1 Governing Document reviews shall be conducted every ten (10) years. The next scheduled review date for this Bylaw is May 19, 2025.
- 5.2 In the interim, this Bylaw may be revised or repealed if:
- (a) the Approving Body deems it necessary or desirable to do so;
  - (b) the Bylaw is no longer legislatively or statutorily compliant; and/or
  - (c) the Bylaw is now in conflict with another Governing Document.
- 5.3 If this Bylaw is revised or repealed all Secondary Documents, if applicable, shall be reviewed as soon as possible in order that they:
- (a) comply with the revised Bylaw; or
  - (b) are in turn repealed.

## **Part VI Effect on Previous Statements**

- 6.1 This Bylaw supersedes all of the following:
- (a) all previous Board of Governors/Senate Governing Documents on the subject matter contained herein; and
  - (b) all previous Administration Governing Documents on the subject matter contained herein.

## **Part VII Cross References**

- 7.1 This Bylaw should be cross referenced to the following relevant Governing Documents, legislation and/or forms:
- (a) [Distinguished Service Award Policy](#)
  - (b) [Distinguished Service Award Procedure](#)