TERMS OF REFERENCE
FOR
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 four 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, and also have made a significant contribution to the community or to the advancement of the law school. 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 four 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 ten (10) 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, gender and career path (private practice, public sector, litigation, corporate law, in house counsel, non-legal (eg business), 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. Each nomination letter shall set out in detail the reason for the nomination, viz. 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 and how they have made a significant contribution to the community or to the advancement of the Faculty of Law. Both 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.

All nominations shall be valid for 2 years. Re-nominations may be submitted after 2 calendar years.

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: Adam Dodek, Dean
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MEMBER CONTACTS:

Mr. Lincoln Caylor (LLB 1993)
Bennett Jones
Appointed 1 October 2018; term expires September 30, 2021.

*The Hon. Louise Charron, CC (LLB 1975)
Retired Justice of the Supreme Court of Canada
Appointed August 1, 2019; term expires July 31, 2021.

*Ms. May Cheng (LLB 1991)
Osler LLP
Appointed 1 October 2018; term expires September 30, 2021.

*Ms. Mary Gusella (LLB 1977)
Retired, Chief Commissioner of the Canadian Human Rights Commission

Mr. Matthew J. Halpin (LLB 1984)
Norton Rose Fullbright
Re-appointed October 1, 2018; term expires September 30, 2021.

Mr. Bernard Poznanski (LLB 1980)
Koffman Kalef LLP
Re-appointed October 1, 2018; expires September 30, 2021.

*Mr. Hugh Verrier (LLB 1981)
White & Case
Appointed October 1, 2018; term expires September 30, 2021.

Ms. Sonia Yung (LLB 1992)
Bloom Burton Securities Inc.

Dean Adam Dodek
Faculty of Law (Common Law Section)
University of Ottawa

* Members of the Common Law Honour Society