



These reviewed terms of reference were last approved in October 2022.

- I. The Office of the Rector, being the third Officer of the University, shall be referred to as the Rector.
- II. Queen's University shall be referred to as the University.
- III. The Alma Mater Society shall be referred to as the AMS.
- IV.

V.

candidates of the status of their nomination and will invite the selected group to schedule interview times.

- III. Interviews will be held in-person, unless otherwise stated.

At the beginning of the interview the Chair shall:

- I. Facilitate a round of introductions.
- II. State that everyone interviewed will be asked the same core set of questions and that follow-up questions may differ between candidates.

At the conclusion of the interview the Chair shall provide the nominee an opportunity to:

- I. Ask any questions or offer comments.
- II. State when and how the nominee prefers to be notified regarding the decision of the ABTASC.
- III. State that the nominee may direct any questions or concerns relating to the selection process to the Office of the Rector (or delegate).

Interview procedure for the ABTASC is as follows:

- I. Each member of the ABTASC shall complete a written evaluation of the applicant while the interview is taking place. These documents shall be kept confidential and stored with the Office of the Rector.
- II. Responding to questions from applicants shall be the responsibility of the Chair.
- III. Evaluations on individual nominees may occur during the interview process, however no comparisons shall be made between nominees until all interviews have concluded.

Selection of the successful nominee(s) shall be made holistically, based on nomination packages, interviews, and submitted CV.

ABTASC members are asked to identify any conflicts of interest in reviewing nominations. Should a ABTASC member feel unable, for any reason, to speak to a nomination, the member will be asked to leave the room before the deliberations on that nomination begin.

All members of ABTASC shall first be required to sign a ABTASC Agreement. The agreement can be found in appendix A of the terms of reference.

- I. The Rector (or delegate) shall be the main point of contact for all

nominees/nominators for Agnes Benidickson Tricolour Award to inform them of the progress and decisions of the ABTASC.

Decision of the Tricolour Awards Selection Committee are .

Emblematic of the high honour of the ABTA, recipients shall be recognized by

- I. An Awards presentation organized by the Rector (or delegate), with the support of campus partners. The AMS and SGPS shall financially support the presentation per the terms of both Memorandums of Understanding. See appendix items B and C.
- II. The Rector and Chancellor presenting a plaque at their convocation.
- III. Their names being engraved on a plaque in the John Deutsch University Centre (JDUC).
- IV. Being admitted into the Tricolour Society.

All decisions made by the Agnes Benidickson Tricolour Award Selection Committee are final subject to the provisions of this Article H.

The Rector may, under extraordinary circumstances, request that a review of a nomination for the Agnes Benidickson Tricolour Award (ABTA) or membership in the Tricolour Society be opened by the University Rector Advisory Committee ~~where~~ ^{where} ~~it~~ ^{it} ~~is~~ ^{is} ~~found~~ ^{found} ~~that~~ ^{that} ~~the~~ ^{the} ~~nomination~~ ^{nomination}, or Revoking appears that grounds, based on the criteria below, exist that may merit rescission or

Membership in the Tricolour Society may be revoked on any of the following grounds:

- i. The member has been convicted of a criminal offence,
- ii. The conduct of a member constitutes a significant departure from Queen's core values: Truth, Responsibility, Respect, Freedom, and Wellbeing or is contrary to or undermines the original basis for the award, or,
- iii. the member's behaviour otherwise has the potential to impair the reputation of the Tricolour Society.

The Rector, on any of the aforementioned grounds, may request the University Rector Advisory Committee to open a review of a nomination or membership. In the event of a review being initiated by the Rector and accepted by the RAC, the committee may use all resources available to the University it deems necessary to reach a recommendation. The RAC will provide a recommendation, in writing, to the Office of the Rector, who will take their recommendation under advisement and ultimately make a final decision.

Following receipt of a recommendation from the University Rector Advisory Committee, the Rector may rescind a nomination for the ABTA or revoke a membership in the Tricolour Society if, in the opinion of the Rector, grounds for same exist in accordance with this article. The decision of the Rector in this regard shall be final and shall not be subject to review or appeal by any person or body.

APPENDIX A

APPENDIX C

Between the *Office of the Rector* and the *Alma Mater Society (AMS)*. This Memorandum of Understanding (hereinafter referred to as the "Agreement") sets forth the terms and understandings between the Office of the Rector and the AMS pursuant to the funding of the Agnes Benidickson Tricolour Award (hereinafter referred to the ABTA).

The ABTA is the highest tribute paid to a Queen's student for service, leadership, and character. The Office of the Rector is solely responsible for the coordination of the nomination, selection, and recognition of inductees, as well as all administrative aspects of conferring such an award. Eligible individuals will either be students belonging to the Alma Mater Society or the Society of Graduate and Professional Students. The budget for the award selection and event is housed within the Office of the Rector, but it is customary for financial contributions to be received from the AMS, SGPS, and Provost's Office. The budget will then be allocated at the discretion of the Rector (or delegate). In previous years, partnership between the Office of the Rector, the SGPS, and the AMS has been essential in the pursuit of selecting and recognizing the extraordinary work of students at Queen's.

The purpose of this agreement is to outline the funding provided by the AMS in partnership with the Office of the Rector. The agreed upon amount will be contributed by the by the AMS no later than September of 0 0-604C00514.7336.29 Tm0 g0 G(AM)14(S)-4()JTJET0.00008