

FCMC COMMITTEE TERMS OF REFERENCE

Committee approved: Spring 2024

Approved by Ontario Council TBD

MANDATE OF COMMITTEE:	<p>The Fellows Committee oversees administration of the program and will recommend to Council the following:</p> <ol style="list-style-type: none">1. Review and rescript criteria to reflect current bylaws.2. Evaluate and recommend applicants to CMC Council based on the evaluation criteria3. Create a solid process that can be validated by relevant rules, current bylaws, and reliable objective and fair decision-making.4. Change elements of the FCMC process when deemed necessary.
REPORTING RELATIONSHIPS AND REQUIREMENTS:	<p>As per the 2022 bylaws: Nominees for election as Fellows of the Institute shall be recommended to Council by the Fellows Committee from time to time for ratification</p> <p>Chair to be approved by the FCMC Committee and recommended to Council for official appointment.</p>
COMMITTEE RESPONSIBILITIES:	<p>Conduct a proper evaluation based on clearly defined parameters.</p> <p>Vet the nominees and ensure they meet the mandatories.</p> <p>Base decisions on the written documentation and evidence presented to us.</p> <p>Review the nominations against approved criteria and rate each Nominee on a sliding scale with an explanation of why or why not certain scores were attributed.</p> <p>Where we have a difference of opinion, engage in comprehensive discussions, and openly debate whether individuals merit the FCMC designation.</p> <p>Review annually, tools and templates, striving for continuous improvement.</p>
OTHER	<p>Consider a national FCMC approach:</p> <ul style="list-style-type: none">• Engage with all Institutes across Canada.• Strive to adopt a streamline, consistent, objective approach.• Leverage lessons learned from refined CMC interview process.
LIMITATIONS	<p>Members on the Fellows Committee, at the time of nominations, are not eligible for nomination for election as Fellows, nor can they nominate CMC candidates.</p>
MEMBERSHIP:	<p>As per the 2022 bylaws: CMC Ontario Council has the right to set and/or change the composition and requirements for membership on the Fellows Committee from time to time. Members of the Fellows Committee shall be appointed by Council for a term of three 3 years, unless otherwise determined by Council. To facilitate continuity in the operation of the Fellows Committee, it is intended that the terms of its members are not co-terminus.</p> <p>Committee Chair is restricted to a FCMC, where the minimum membership of the committee is 6 plus the chair.</p>
BUDGETARY AUTHORITY:	<p>None</p>