

# ***The University of Otago Blues & Golds Awards Panel Terms of Reference***

Category: Terms of Reference  
Version 2

First ratified: August 2018

Last ratified: January 2020

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## **1. Purpose**

1.1. To appoint a Panel that will make recommendations to the OUSA Executive for awards to be presented at the annual University of Otago Blues and Golds Awards.

## **2. Membership**

2.1. The membership of the Panel shall consist of:

2.1.1. The Clubs and Societies Representative (Chair);

2.1.2. Clubs Development Officer (CDO), who shall act as the Secretary;

2.1.3. The OUSA President;

2.1.4. Two external individuals with relevant expertise in the areas of arts and culture;

2.1.5. Two external individuals with relevant expertise in the area of sports;

2.1.6. A representative from Te Roopu Māori;

2.1.7. One individual from an OUSA affiliated sports club; and;

2.1.8. One individual from an OUSA affiliated society.

2.2. Members of the Blues and Golds panel shall be ratified by the OUSA Executive.

## **3. Meetings**

3.1. The Panel shall meet at least once per year.

3.2. At least two weeks' notice of a Panel meeting must be given to all Panel members.

3.3. The quorum for any meeting shall be at least half of its members and the Clubs and Societies Representative or the President must be present.

3.4. If the Clubs and Societies Representative is absent, the President shall be the Chairperson.

3.5. The Secretary shall circulate the minutes from the previous meeting, an agenda, and a copy of all nominations received to all Panel members.

## **4. Voting**

4.1. Each member of the Panel shall have one vote, excluding the Chairperson.

4.2. The Chairperson shall have a casting vote in the event of a tied vote.

4.3. A simple majority shall carry any motion.