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Policy Title: Honorary Degrees and Awards

Policy No: 2500

Approval date: September 21, 2011

Approval Body: Academic Council

Effective Date: August 2011

Review Date: September 2012

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## Policy Statement

University Canada West (UCW) grants Honorary Degrees and Awards to distinguished persons who warrant recognition for their significant accomplishments and whose contributions reflect positively on UCW.

## Purpose

This policy establishes that, in accordance with established procedures, the Standing Committee on Honorary Degrees and Awards, calls for nominees, reviews nominations, and recommends recipients to Academic Council.

## Scope

UCW grants the following **Honorary Degrees**:

- Doctor of Laws honoris causa (LLD)
- Doctor of Letters honoris causa (DLitt)
- Doctor of Science honoris causa (DSc)

An honorary degree is the highest honour the University can bestow. Honorary Degree nominees will have made local, provincial, or international contributions consistent with the vision, mission, and values of University Canada West.

Nominees must not hold an elected office at any level (including municipal, provincial, or federal) nor have legal or operational influence over UCW. Current members of the Board, Academic Council, Faculty, or Staff will not normally be considered for an Honorary Degree. Honorary degrees are not normally given posthumously. Nominations are not normally accepted from members of a nominee's family. Normally, Honorary Degrees are not awarded in absentia; recipients are expected to attend Convocation to receive recognition.

UCW is not obliged to award an honorary doctorate in any year. Normally, not more than one honorary doctorate is bestowed at convocation.

UCW grants the following **Awards**:

- Distinguished Teaching Award

While primarily concerned with the internal awards, the Standing Committee may, on occasion, advise the University on nominations for external awards.

## Definitions

These definitions apply to terms as they are used in this policy.

Word/Term	Definition
<i>Honoris Causa</i>	An honorary degree or degree <i>honoris causa</i> (Latin: "for the sake of the honour") is

<i>Doctor of Laws honoris causa (LLD)</i>	<p>a degree for which the University has waived the usual requirements, such as matriculation, residence, study and the passing of examinations. The degree is typically a doctorate and may be awarded to someone who has no prior connection with the institution.</p>
<i>Doctor of Letters honoris causa (DLitt)</i>	<p>Usually the degree is conferred as a way of honoring a distinguished individual's contributions to a specific field, or to society in general, and benefits the University through association with the recipient.</p>
<i>Doctor of Science honoris causa (DSc)</i>	<p>Awarded in recognition of exceptional service to the University or community at large. This generic degree is the most frequently awarded.</p>
	<p>Awarded in recognition of outstanding achievement in the humanities or literature.</p>
	<p>Awarded in recognition of outstanding achievement in the pure and applied sciences.</p>

## Responsibility

Members of the Standing Committee on Honorary Degrees and Awards are appointed by the Academic Council Chair. If a vacancy occurs, the Chair makes an appointment to complete the term.

The Honorary Degrees and Awards Committee is comprised of:

- UCW Chancellor
- UCW President and Vice Chancellor (Chair)
- One Academic Representative\*
- One Staff Member\*
- One Student Member
- Board Representative to Academic Council
- Academic Council Secretary (non-voting)

(\* Academic Council's Vice Chair shall fill a position for the group to which s/he belongs)

Confidentiality must be maintained by all Standing Committee members during and after the nomination process.

The Office of the President is responsible for correspondence and communication with Honorary Degree and Distinguished Teaching Award recipients.

## Rescission of Degrees

Academic Council may revoke Honorary Degrees in cases where the recipient's conduct constitutes a breach the terms of conferment of this distinction.

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The Honorary Degrees and Awards Committee meets to review complete nomination submissions. Respecting nominee confidentiality, meetings are held *in camera*.

Nominations for Honorary Degrees and Distinguished Teaching Awards are actively solicited by the Committee three months prior to Convocation. Nomination packages should include:

- An statement as to why the nominee warrants recognition;
- A biography or résumé outlining education, career, community experience, and other honours received;
- Contact information including phone, and email and mailing addresses.

The Standing Committee reserves the right to request further information.

The Standing Committee considers criteria for **Honorary Degrees** including:

- Outstanding and sustained achievements in the nominee's field of expertise;
- Noteworthy community and public service contributions;
- The nominee's success in supporting respect, diversity and team work; and
- Potential for the nominee to enhance student learning at UCW and the reputation of the University.

The Standing Committee considers criteria for a **Distinguished Teaching Award** including:

- The nominee's outstanding and sustained achievement in education, for example, development of new courses and curriculum, contributions to the scholarship of teaching, development of effective teaching methods, instructional innovation and contributions that improve the teaching of colleagues;
- Scholarly activity;
- The nominee's support of respect, diversity and team development; and
- Full or part time faculty status with ongoing instruction of at least six courses per annum.

The Standing Committee prepares recommendations to Academic Council at least 60 days prior to Convocation. The name and rationale for recommendation are directed to Academic Council for approval and thereafter to the Board for information.

The Office of the President communicates with nominees and recipients and obtains release forms from recipients for the use of photos and bios.

A brief citation for the honorary degree is prepared by the Office of the President in consultation with the recipient. The Chancellor confers the honorary degree, the Academic Council Secretary hoods the degree recipient, and the President presents the honorary degree parchment.

The Distinguished Teaching Award is acknowledged at Convocation with the presentation of a citation and monetary allocation in support of scholarly activity for the coming year.