

Guidelines for the Award of Honorary Degrees

Purpose

Honorary degrees are conferred by the University in recognition of achievement in an area of endeavour. Honorary degrees are not conferred upon current staff.

Principles

Honorary degrees may be awarded to those who meet one or more of the following criteria:

- Individuals who have made an outstanding contribution in their field or to the development of their profession, particularly those who work within the University's areas of distinction.
- Individuals who have made an outstanding contribution to the development of some aspect of community or brought honour to the University or locality on the world stage.
- Individuals who exemplify the personal and professional characteristics to which the University wishes its students to aspire.
- Individuals that personify the core values of the University.

The University may confer any of its degree awards as an honorary degree, as set out in its Regulations for Academic Awards which are included in the University's Student Regulations Framework. This includes degrees conferred *honoris causa* for distinguished contribution in an area of endeavour made by members of the public and former colleagues: these degrees would not normally be awarded to politicians currently serving in the UK.

Expectations

Nominations for honorary degrees are approved by Senate on the recommendation of the Honorary Graduate Nomination Awards Panel chaired by the Vice-Chancellor and are notified to the Board of Governors.

A request for nominations for honorary degrees is circulated in December each year to all members of staff, with nominations being made in confidence to the Executive Assistant. It is important that nominees should not be aware of their nomination.

The person making the nomination should provide a reasonable body of information about the nominee so that the Panel is able to make a sound assessment. The key criteria will be used to assess nominations and should form the basis of supporting information provided by the nominee.

The University must:

Abide by the terms of reference for the Honorary Graduate Nomination Awards Panel. The membership of the Honorary Graduate Nomination Awards Panel will be as follows:

- Vice-Chancellor (Chair)
- Deputy Vice-Chancellor
- Pro Vice-Chancellor (Student Success)
- University Secretary and Registrar
- Two Directors of School
- Student Union President
- A nominee of the Vice-Chancellor (Secretary)

The panel normally meets before Easter to review nominations against the criteria and make recommendations to Senate. Recommendations may include a prioritised shortlist for the consideration. Feedback to the nominator will be provided by the Executive Assistant.

The University should:

Confer awards at the next convenient University graduation or awards ceremony. Honorary awards cannot be conferred *in absentia*.

Following approval of the nomination by Senate, the Executive Assistant will write to each nominee to inform them of the nomination, the reasons supporting the decision and to invite them to attend a graduation ceremony for the conferment of the award.

Honorary degrees should be awarded both as a means of:

- honouring those whose achievement have not yet been recognised, or;
- attracting high profile role models and ambassadors for the University.

The University could:

In exceptional circumstances, where it would not otherwise be possible for a nominee to attend the next graduation ceremony, review nominations against the criteria and make recommendations to Senate without recourse to the Honorary Graduate Nomination Awards Panel, under the authority of the Vice-Chancellor.

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