



# **Honorary Degree and Honorary Fellowship**

## **Procedure**

### Purpose

This procedure sets out the criteria and process for submitting nominations for the award of an Honorary Degree or Fellowship, as well as matters the Honorary Degrees Committee considers when determining whether to recommend an award of an Honorary Degree or Fellowship to UNSW Council.

### Scope

This procedure applies to individuals making nominations for the award of an Honorary Degree or Fellowship, members of the Honorary Degree Committee and nominees for the award of an Honorary Degree or Fellowship.

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## **Principles and Objectives**

### **1. UNSW Values**

UNSW awards Honorary Degrees and Fellowships to recognise excellence, service to the University and/or to society. Recipients will have demonstrated a substantial link or relationship with the University. The award of Honorary Degrees and Fellowships will:

- reflect the values, strategic interests and policies of UNSW
- respect and reflect the diversity of the UNSW and Australian community
- seek to enhance and certainly not damage UNSW's reputation or interests
- reflect the high standards of integrity held by UNSW.

### **2. Honorary Degree**

An Honorary Degree is awarded in recognition of eminent service to UNSW, society and/or academia.

#### 2.1. Reasons for Award for an Honorary Degree

An Honorary Degree may be awarded in recognition of the following achievements by persons:

- who are eminent scholars and whose work has transformed the knowledge in their field
- who have made social impact by changing our understanding of the world and our lives
- who have given eminent service to UNSW



current members of staff who are not volunteers  
current elected representatives of any tier of government.

The Chancellor, at their discretion, may waive any eligibility requirement set out in this section.

#### 4.3. Equity, Diversity and Inclusion

UNSW is committed to fostering equity, diversity and inclusion. UNSW recognises that its successes should be built on the diversity and cultural richness of our communities, and that care should be taken to ensure that both nominations and the award of Honorary Degrees and Fellowships reflect the diversity of the UNSW and Australian community.

## 5. Procedure

### 5.1. Nomination

Nominations must:

- be considered and supported by a member of the [UNSW senior leadership](#), normally (but not limited to) the University Leadership Team or a Faculty Dean
- be submitted using either the Nomination for Honorary Degree form, or the Nomination for Honorary Fellowship form; available by contacting [governance@unsw.edu.au](mailto:governance@unsw.edu.au)
- be submitted to the UNSW Governance Office via email ([governance@unsw.edu.au](mailto:governance@unsw.edu.au))
- include sufficient information to identify the person and the reason for the award, including their connection to UNSW and any proposed plans for communication and future engagement opportunities with the nominee
- provide statements in support of the award and the nominee's standing and achievements and justification of the specific honorary doctorate (or alternatives) from the list set out in Section 2.2
- include a citation to be read at the graduation or special conferral ceremony
- provide information of any relevant risks posed to UNSW in awarding the Honorary Degree or Fellowship
- remain confidential from the nominee.

### 5.2. Consideration of Nominations

The Honorary Degrees Committee considers and recommends to UNSW Council the approval of a nomination for the award of an Honorary Degree or Fellowship:

- a recommendation to UNSW Council for the award of an Honorary Degree or Fellowship must be supported by a majority of members of the Honorary Degrees Committee
- if the Chair of the Honorary Degrees Committee considers a nomination to be urgent, that nomination may be considered:
  - at a special meeting of the Honorary Degrees Committee, convened on reasonable notice to members
  - by electronic circular, in which case the matter may only be approved if at least a majority of members vote in favour of the recommendation and there are no dissenting votes. If a dissenting vote is issued, the nomination will be held over for discussion at the next scheduled meeting of the Honorary Degrees Committee.
- if the Honorary Degrees Committee does not recommend a nomination for approval by UNSW Council, the Corporate Secretary and Governance Coordinator, Philanthropy and Development will advise the nominator
- if UNSW Council approves the award of an Honorary Degree or Fellowship, the Chancellor will contact the nominee in writing to seek their consent for the award
- the Honorary Degrees Committee may recommend to UNSW Council that it revoke a previously awarded Honorary Degree or Fellowship. This is not a pre-requisite to UNSW Council exercising its absolute discretion set out in Section 7.

### 5.3. Posthumous Awards

Nominations for the award of a posthumous Honorary Degree or Fellowship will not be considered.

If UNSW approves the award of an Honorary Degree or Fellowship and the nominee accepts, but dies prior to the award being conferred, it may be conferred posthumously.

#### 5.4. Receipt of Awards

If the award of Honorary Degree or Fellowship is accepted, the Manager of Graduations and Prizes will arrange for conferral to occur at a relevant scheduled graduation ceremony, which is mutually



## Appendix

### Legislative compliance

1. This policy is intended to ensure that UNSW complies with the:
  - 1.1. University of New South Wales By-l