



## Honorary Degree Criteria, Guidelines, and Procedures

**NB:** The term 'Honorary Degree Committee' or 'Committee' is used to represent the Special Appointments Committee augmented by one Board member per Senate Bylaw 3, 1.2.3.3.5.

**If you are nominating someone, please do not inform them of your nomination!**

### Criteria:

**An honorary degree is intended to recognize exemplary individuals who have achieved exceptional levels in their profession or who have made outstanding contributions to culture and society in Canada or elsewhere in the world. Candidates must demonstrate local, national or international excellence and have a proven distinction in their field. They should provide inspiration and leadership to students, the university community, and/or the community at large. Consideration will be given to candidates who exemplify the University's core values and mission. Successful candidates will possess qualities to which our students will aspire.**

### Guidelines:

- The Honorary Degree Committee is not bound to identify an honoree for each convocation. It is important that high standards are maintained to ensure the quality of an honorary degree from the University of Windsor. Therefore, the Honorary Degree Committee may only identify 2 or 3 honorary degrees in a given year, generally at least one in the Fall and two in the Spring.
- In a given year, at least two genders will be represented, where there is more than one recipient.
- Special efforts will be made to identify members of designated groups.
- Over time, there will be an effort towards some balance across the academic and professional disciplines at the University.

### Restrictions:

The University will not normally award honorary degrees:

- posthumously
- in absentia
- to active politicians
- to current members of its own faculty, staff or Board of Governors

### Process:

- a) The Committee will call for nominations annually in September for all Convocations during the following year. Only nominations that are completed on the official form, with the required supporting documentation will be reviewed by the Committee. The Nomination form, criteria and historical information are available at <http://www.uwindsor.ca/secretariat/31/honorary-degrees>. Nominations must be completed by September 28<sup>th</sup>. Nominees should *not* be informed of their nomination. This protects the individual and the University, if the nomination is not accepted.
- b) The Committee will normally meet annually, at the end of the calendar year, to consider nominations. Committee members may make nominations from the floor but only if they are supported by the information required on the nomination form. The Committee normally will complete its work by the end of the Fall term.

- c) As much as possible, the Honorary Degree Committee will operate by consensus. Nominations will normally require the two-thirds approval of the Honorary Degree Committee members present and voting, before they can be taken to the Senate Governance Committee for approval.
- d) A list of approved honorary degree candidates will be maintained and reviewed by the Honorary Degree Committee in accordance with the Policy on the List of Approved Honorary Degree Candidates.
- e) The President will contact approved candidates taking into consideration the need for diversity and a balance across the academic and professional disciplines at the University of honorary degree recipients. .
- f) There will not normally be carry over of nominations from one year to the next.
- g) See Policy on the List of Approved Honorary Degree Candidates for review process for approved names.

**Revoking an Honorary Degree:**

In exceptional circumstances, an honorary degree may be revoked where new information or subsequent conduct fundamentally undermines the integrity of the award or the values of the institution.

Grounds for revocation include, but are not limited to:

- the recipient has been convicted of a criminal offence; been removed from a professional body for misconduct; obtained the degree through fraud, deception, or misrepresentation; or engaged in conduct or actions that significantly conflict with the University’s values or bring disrepute to the institution.

Process

*1. Initiation:*

Revocation is only available for Honorary Degrees awarded where a recommendation to do so is initiated by the President. Faculty, staff, or students may request that the President consider recommending the revocation of an honorary degree to the Honorary Degree Committee by submitting such request, with detailed rationale and clear evidence, to the University Secretariat.

*2. Honorary Degree Committee Consideration:*

The committee will assess the evidence against the established criteria and may consult the original nomination record. A recommendation to revoke requires a two-thirds majority vote of the committee members present.

*3. Final Decision:*

The recommendation is forwarded to Senate Governance Committee, which has delegated authority over honorary degree awards, for in-camera consideration. A two-thirds majority vote of members present is required for revocation.