

University Honours Policy

Abstract

This Policy describes the criteria and decision-making process for the conferral of honorary awards, honorary titles and for honour naming.

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Accountable Officer	Director, Governance Support Unit	
Implementation Officer	Director, Governance Support Unit	
Relevant to	All staff and students, members of UTS Council and anyone interested in or affected by UTS University Honours	
Related documents	Procedures for Conferring a University Honour* Recognition Naming Policy Standing Delegations of Authority (Delegation 1.9) Student Rules: <ul style="list-style-type: none"> • Section 14 Honorary Awards of the University • Schedule 1 Definitions UTS Honorary Award Nomination form* UTS Honorary Title Nomination form* <i>* Available on request from the Governance Support Unit.</i>	
Legislation	N/A	
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1. Purpose

This Policy describes the criteria and decision-making process for the conferral of honorary awards and titles, and for honour naming.

2. Scope

The Policy applies to the conferral of all honorary awards, honorary titles and honour naming as defined. Nominations for University Honours can only be made by University staff or members of the UTS Council.

3. Definitions

The definitions below define terms specific to this Policy.

Honorary award means an award of the University conferred upon a person who has made an outstanding contribution to:

- the achievement of the University's mission
- scholarship or professional practice in one of more disciplines or professions of interest to the University
- the advancement of society in Australia or overseas, or
- the life and objectives of the University.

Honorary awards, taking account of the totality of the contributions being recognised, may be in the form of a Doctoral degree, a Fellowship of the University or a Distinguished Service Award.

(This definition is taken from [Schedule 1, Student Rules.](#))

Honorary title refers to the title Emeritus Professor.

Honour naming means the naming of a structure, facility, collection, academic program or Chair in honour of an individual or organisation.

4. Policy principles

4.1 The conferral of honorary awards and titles, and the naming of structures and academic programs, provides an opportunity for UTS to recognise persons of outstanding accomplishment.

4.2 Such recognition will be given to persons who have made an outstanding contribution to the achievement of the University's mission, to scholarship or professional practice in one or more disciplines or professions of interest to the

University, to the advancement of society in Australia or overseas or to the life and objectives of the University.

4.3 These honours are conferred only rarely and the University and its community join in the public recognition and celebration of achievement at these high levels.

4.4 This Policy aligns with the University's external engagement strategies.

5. Policy statements

5.1 Honorary awards

5.1.1 UTS Council has determined that there shall be the following honorary awards (in line with [Rule 14.1](#), Student Rules):

- i. Honorary Doctor of Business (HonDBus)
Honorary Doctor of Creative Arts (HonDCA)
Honorary Doctor of Design (HonDDes)
Honorary Doctor of Engineering (HonDEng)
Honorary Doctor of Health Sciences (HonDHlthSc)
Honorary Doctor of Laws (HonLLD)
Honorary Doctor of Letters (HonLittD)
Honorary Doctor of Science (HonDSc)
Honorary Doctor of Technology (HonDTech)
Honorary Doctor of the University (HonDUniv)
- ii. Fellow of the University
- iii. UTS Distinguished Service Award.

5.1.2 The honorary award nominations process is internal to UTS and commences with nominations from UTS staff and/or Council members.

All nominations must be made on the UTS Honorary Award Nomination form and signed by a Dean/Director (or higher authority). (Contact the Governance Support Unit for a copy of this form.)

The signatory is responsible for the content, quality and accuracy of the submission.

The Vice-Chancellor evaluates all nominations and where appropriate (based on the quality of the submission and calibre of the nominee) endorses the nomination for submission to the [Honorary Awards Committee](#) or Council as detailed in section 5.1.3.

5.1.3 Council may, on the recommendation of the Honorary Awards Committee, the Chancellor or the Vice-Chancellor, resolve to confer an honorary award upon a person who, in the opinion of Council has made an outstanding contribution in the areas detailed in Table 1. In making any decision on the conferral of honorary awards, due consideration will be given to the nominee's involvement with the University.

Table 1. Criteria for honorary award nomination

Area of outstanding contribution	In a typical circumstance, the appropriate award conferred would be:
(a) the University	The UTS Distinguished Service Award , in recognition of: (i) a member of the University's staff who has given outstanding service beyond the requirements of his or her position, or (ii) a member of the University community who has made a distinguished contribution to the University.
(b) the achievement of the University's mission, as well as enhancing its reputation and standing at a national and international level	An Honorary Doctor of the University — but Council may determine to confer a different award if it considers such an award appropriate.
(c) scholarship or professional practice in one or more disciplines or professions of interest to the University	An honorary doctorate relevant to the discipline or profession in which the contribution being recognised relates or A Doctor of Letters , as determined by Council.
(d) the advancement of society in Australia or overseas	
(e) business, industry, government, a profession or the arts, as well as a contribution to the University's objectives	A Fellow of the University , noting that it is expected that the recipients of this award will continue to contribute to the University.

5.1.4 Honorary awards, with the exception of the UTS Distinguished Service Award, will not be conferred upon UTS staff during the currency of their full or fractional-time employment with the University.

5.1.5 Honorary awards will be conferred at a University event approved by the Chancellor.

5.1.6 The University's offer of an honorary award must be taken up by the proposed recipient such that conferral can be made within two years of the offer.

5.2 Honorary titles

5.2.1 The title of Emeritus Professor may be conferred on Professors of the University who, normally, have been a Professor, active in their respective disciplines, for at least 10 years.

5.2.2 Recipients of the award of the title Emeritus Professor should, as well as having made an outstanding contribution to the University or wider community, meet at least two of the following criteria:

- a. an outstanding, internationally recognised, record in research
- b. an outstanding contribution to curriculum development and teaching
- c. outstanding leadership such as a Dean, Associate Dean, Head of School, Head of Department or similar position, including leadership in staff development.

5.2.3 The process for nomination follows that outlined in section 5.1.2 of this Policy, except in that the UTS Honorary Title Nomination form is used. (Contact the Governance Support Unit for a copy of this form.)

5.2.4 The title of Emeritus Professor is conferred by Council, on the recommendation of the Honorary Awards Committee. The title is normally conferred upon retirement or the date of Council's decision, whichever is later.

5.3 Honour naming

5.3.1 Council may, on the recommendation of the Honorary Awards Committee, resolve to name a building, part of a building, outdoor facility, collection, academic program or Chair in honour of a person or an organisation for distinguished service or outstanding contributions to the University and whose name is likely to be recognised by later generations.

5.3.2 Proposals for honour names should be submitted to the Deputy Vice-Chancellor (International and Advancement) prior to being considered by the Honorary Awards Committee. The Deputy Vice-Chancellor (International and Advancement) is responsible for assessing proposals, including consulting within the University as appropriate, in the context of the University's strategy for obtaining sponsorships for its structures, facilities and programs.

5.3.3 If a proposal involves the naming of a structure or facility after a University staff member, it should not be considered until after that person's relationship with the University has ended.

5.3.4 Under no circumstances should a structure or facility be honour named after a person who has had no connection with the University, regardless of how distinguished that person might be.

5.3.5 It may be appropriate in exceptional circumstances to name a Chair after a former professor of the University.

5.3.6 Any structure or facility named would include the installation of commemorative plaque placed on a building or room to honour a former staff member.

5.3.7 Unless Council determines otherwise, a person's or sponsor's name may be used only once in naming a University facility.

5.3.8 Council shall reserve the right to cancel an honour name at any time at its discretion.

6. Roles and responsibilities

Accountable Officer: the Director, Governance Support Unit is responsible for communicating and implementing the Policy, and for ensuring that the University community has opportunities to submit proposals to the Honorary Awards Committee for its consideration. The Director, Governance Support Unit is also responsible for managing policy compliance and initiating the policy review process (at least every five years).

Implementation Officer: the Director, Governance Support Unit is the primary point of contact for advice on implementing and administering the policy; for establishing and maintaining the official file; for proposing amendments as required; and for managing the consultation process when the policy is due for review.

Vice-Chancellor: is responsible for the review and evaluation of all nominations submitted by Deputy Vice-Chancellors, Deans or Directors, vetting them as to appropriateness, and endorsing for consideration at the Honorary Awards Committee and/or Council.

Deputy Vice-Chancellor (International and Advancement): is responsible for the review and evaluation of nominations of honour name proposals and endorses them for consideration at the Honorary Awards Committee.

Honorary Awards Committee: in line its terms of reference and this Policy, is responsible for considering nominations for honorary awards, honorary titles and honour naming, and referring appropriate nominations for Council's approval.

Council is responsible for approving honorary awards, honorary titles and honour naming.

7. Version control and change history

Date	Version	Approved by, resolution no. (date)	Amendment
06/06/2007	1.0	Council, COU/07-3/60.2	Original version.
24/10/2007	1.1	Council, COU/07-5/116	Amendment to paragraph 4.1.6 to allow UTS Distinguished Service Award to be made to staff members during the currency of their employment.
24/02/2010	1.2	Council, COU/10-1/08	New categories of honorary awards added, plus minor update of titles.
02/09/2013 (effective date)	2.0	Council, COU/13-5/74 (14/08/2013)	New version of Policy including transfer to updated policy template, amendments to the definitions, roles and responsibilities, and clarifications to procedural elements.
09/09/2013 (effective date)	2.1	Director, Governance Support Unit (GSU) (09/09/2013)	GSU administrative changes (under Delegation 3.17): correcting definition of honorary awards to include the Distinguished Service Award.
01/12/2014 (effective date)	2.2	Director, Governance Support Unit (15/10/2014)	GSU administrative changes (under Delegation 3.17), amendments to reflect title changes of Senior Executives and the disestablishment of the Registrar role.