

Honorary Awards of the University

1. The award of Honorary Degrees and Fellowships of UWTSD ('the University') is governed by Ordinance III.

Criteria

2. In accordance with Ordinance III, **Honorary Degrees** may be awarded to individuals of conspicuous merit who are outstanding in their field. Such individuals will normally have:
 - a. made a major and sustainable academic contribution over a long period of time in a field relevant to the University; or
 - b. have been recognised at either national or international level for their outstanding achievements; or
 - c. have rendered outstanding service as a member of staff or as a member of the Council of the University.
3. In accordance with Ordinance III, **Honorary Fellowships** are intended to recognise persons who are of outstanding distinction in their own fields and have rendered exceptional service to the University. Such individuals will be:
 - a. members or former members of the Council, or former members of the Governing Body of any predecessor institution, or members or former members of the Governing Body of a constituent College, or
 - b. former members of staff or former students of the University and its predecessor institutions, who have achieved distinction in appropriate fields or have rendered exceptional services to the University or community; or
 - c. other persons not members of the University who are of outstanding distinction in appropriate fields or have rendered exceptional services in areas of interest to the University or its community.
4. In relation to 3. above, Council's Nominations and Governance Committee has determined that consideration will be given to individuals who have lived or worked in Wales and have achieved distinction in their chosen field(s) of expertise which may include significant voluntary service; and individuals who have achieved distinction in one or more of the areas of study found within the University's portfolio of courses.
5. The Nominations and Governance Committee has also determined that recipients of all awards should normally be in a position to have, or develop, a continuing relationship with the University and to contribute to the life of the University and its communities.

Procedure

6. An invitation to nominate individuals for Honorary Degrees or Fellowships will be placed on the University's website.

7. Nominations must be made using the form provided and submitted to the Clerk to the Council via governance@uwtsd.ac.uk. Those submitting nominations are requested to indicate which form of award they believe is most appropriate for the nominee although the University will not be bound by the response provided. Should the University require any further information on a nominee, it will contact the individual who submitted the nomination.
8. Nominations must be made in the strictest confidence and nominees should not be contacted in advance to determine whether they would be minded to accept an award.
9. Nominations will be considered by the Nominations and Governance Committee, the membership of which includes a staff governor and a student governor. Nominations are normally considered annually.
10. The Nominations and Governance Committee has delegated authority from the University Council to approve nominations and to determine the appropriate honour to be awarded. Its approvals will be reported to the Council and the names will be released shortly before the relevant Degree Congregation.
11. The Nominations and Governance Committee may hold back nominations for further consideration alongside those nominations received the following year. Should this happen, the University will not notify the individual who submitted the nomination.
12. Successful nominees will be contacted direct by the Vice-Chancellor's Office on behalf of the Chair of the Council and the Vice-Chancellor. No feedback or other communications will be issued in relation to nominations that have not been taken forward.

Consideration of nominations

13. The Nominations and Governance Committee has determined that, when considering nominations for individual Honorary awards, the following rules will apply:
 - a. Current staff and governors, or any person receiving remuneration from the University, will not normally be considered.
 - b. Any personal or professional relationship between nominator and nominee must be declared.
 - c. Awards will not normally be conferred *in absentia*, as an important aspect of an Honorary award is the recipient's attendance at a conferment ceremony, particularly when the recipient has been nominated as a role model to students or representative of the University's Mission and Values. Where an individual approved for an award is unable to attend a ceremony, s/he will normally be invited to attend a subsequent ceremony. In the event that s/he cannot attend the subsequent ceremony, then the award will not normally be conferred.
 - d. Decisions will be made with reference to the likelihood that a recipient will normally be in position to have, or develop, a continuing relationship with the University and to contribute to the life of the University and its communities.
 - e. Decisions will be made with reference to the University's commitment to equality and diversity, and particularly to the desirability of ensuring that awards are an appropriate reflection of the diversity of the University community. To this end, the

diversity profile of the nominations and outcomes will be monitored and an analysis prepared for the Committee by the Clerk.

Advice

14. An individual wishing to discuss a possible nomination is welcome to approach the Vice-Chancellor or the Clerk to the Council. Contact should be made with the Clerk via governance@uwtsd.ac.uk in the first instance.

Sarah Clark

Clerk to the Councils

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