



NORTH-WEST UNIVERSITY[®]
YUNIBESITI YA BOKONE-BOPHIRIMA
NOORDWES-UNIVERSITEIT
INSTITUTIONAL OFFICE

Policy and Rules for the awarding of Honorary Doctorates

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Responsible division	Corporate and Information Governance Services
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POLICY AND RULES FOR THE AWARDING OF HONORARY DOCTORATES

1 Preamble

As a pre-eminent university in Africa, driven by the pursuit of knowledge and innovation, with an institutional culture based upon the values the University espouses, the North-West University adopted this policy and rules for the awarding of honorary doctorates on 20 November 2015 to ensure a fair and transparent process according to which recipients are to be nominated and awarded by the University.

2 Policy statement

While an honorary degree is one of the most significant awards that any university can make, it is the policy of the North-West University to provide a consistent and transparent set of guidelines in line with Paragraph 87 of the Statute to recognise distinguished individuals for outstanding achievement.

3 Scope of application

Council authorises the award of an honorary doctorate upon completion of a prescribed process.

4 Policy for the nomination and award of honorary doctorates

- 4.1 An honorary doctorate may be awarded to a person who has shown exceptional merit and/or has made exceptional contributions in regard of any of the following matters:
 - 4.1.1 Outstanding academic merit in a discipline offered at the North-West University.
 - 4.1.2 Exceptional contributions to the vision and mission of the University.
 - 4.1.3 Exceptional contributions to the South African society.
 - 4.1.4 A significant paradigm shift in the field of study.
- 4.2 The merit of the recipient who receives the award, must honour the University.
- 4.3 The relationship between the recipient and the University must be conceived as continuing over a longer term after the award, as well as binding one another into such a continued close relationship.

5 Rules for the nomination and award of honorary doctorates

- 5.1 Honorary doctorates can be awarded posthumously in exceptional cases.
- 5.2 In exceptional cases, an honorary doctorate will be considered for persons who have already received honorary doctorates from other universities, especially in the case where the nominee has made a new contribution worthy of an honorary doctorate, after the previous award.
- 5.3 The following categories of persons are not eligible for honorary doctorates of the North-West University:
 - 5.3.1 Active members of staff.
 - 5.3.2 Donors, in cases where the impression might be created that the honorary award is aimed at securing further financial reward for the University.
- 5.4 Honorary doctorates will normally be limited to one per faculty annually, to be awarded at different campus graduation ceremonies. In exceptional circumstances, a faculty may have two nominations

per year and have no nominations the following year. Given the requirement of exceptional merit, there may be years in which none is awarded.

- 5.5 Bearing in mind the high symbolic value of such awards, and to protect the privacy and dignity of candidates, strict confidentiality and proper discretion must be observed in the processes of compiling and considering any proposal for the award of an honorary doctorate, up to the final approval thereof by Council.
- 5.6 The final decision and accountability concerning the award of honorary doctorates reside with Council.

6 Procedures for the nomination and award of honorary doctorates as per Section 87 of the NWU Statute¹

- 6.1 The following procedure suggests a process by means of which a proposal is to be developed in order to give effect to Section 87(1) of the NWU Statute stipulating that a proposal for the conferment of an honorary doctorate is submitted to the vice-chancellor in writing by a member of the council or the senate on or before a date determined by the council on the recommendation of senate:
 - 6.1.1 Taking into consideration the mix of faculties of the North-West University, any member of the University community may submit a nomination for a candidate to the appropriate faculty board or executive committee of the faculty. Cognate faculties or disciplines from different campuses have to consult about nominations, in order to ensure that, from year to year, different groups of disciplines have opportunities to secure awards.
 - 6.1.2 Nominations should be accompanied by a motivation [of about two pages, indicating how the nominee fulfils the criteria for an honorary doctorate].
 - 6.1.3 The faculty board or faculty executive committee is expected to consider the nomination and to pronounce on the suitability of the nomination. The office of the executive dean should see to forwarding the nomination directly to an appropriate campus management committee, which after due consideration and campus recommendation, would see to sending the nomination directly to the office of the institutional registrar via the office of the campus registrar. The institutional registrar would see to the inclusion of such a nomination on the agenda of the meeting of the selection committee, i.e. the Honorary Awards Committee of Council.
- 6.4 The committee for the conferment of honours (Honorary Awards Committee) consists of the following standing persons:
 - 6.4.1. The vice-chancellor who is the chairperson of the committee (in the absence of the vice-chancellor, the vice-principal officiates as chairperson);
 - 6.4.2 The chairperson of Council;
 - 6.4.3 Two members of Council;
 - 6.4.4 Three members of Senate, designated by the senate;
 - 6.4.5 The dean of faculties from which nominations were received in an advisory capacity.
 - 6.4.6 Over and above the members of the selection committee, specialists in the relevant fields as per the nominations received at a particular committee meeting, may be co-opted. The recommendation is made that for any given case, the institutional registrar needs to be advised by the respective dean where the nomination originated from, whether independent specialists from the field in which an award is under consideration, are to be involved to provide input into the said nomination that is to be considered by the selection-committee.
- 6.5 Members of the committee for the conferment of honours (Honorary Awards Committee) are allowed to nominate candidates, but have to recuse themselves from the discussions of their nominees by the selection committee.
- 6.6 Where any doubt exists, it is preferable that the committee for the conferment of honours (Honorary Awards Committee) errs on the strict side rather than be too lenient in selecting a candidate for an honorary doctorate.
- 6.7 Once the committee for the conferment of honours (Honorary Awards Committee) is satisfied that the proposed candidate(s) would clearly meet the criteria, it recommends the name(s) of the candidate(s) together with motivations to Senate for consideration. These documents have to be included in the agenda of the meeting of Senate.

¹ Please find the cover page for the submission of a nomination for an Honorary Doctorate attached hereto as Addendum 1.

Members of Senate may not debate the merit of the recommendations, but may ask questions on receiving clarification on the proposal before the matter is decided upon by secret ballot. This procedure is to be dealt with *in camera*.

The recommendation needs to be approved by a majority of the members of Senate.

6.8 Upon completion of the process by Senate, this body makes a recommendation to Council on the selected candidates.

6.9 Council members may not debate the merit of the recommendations by Senate but may ask questions on receiving clarification on the proposal before the matter is decided upon by secret ballot. This procedure is to be dealt with *in camera*.

The recommendation needs to be approved by a majority of the members of Council.

6.10 Upon final approval by Council, the institutional registrar informs the recipients as well as the respective campus management committees of the decision by Council.

6.11 The office of the executive dean from the faculty who has nominated the person for an honorary degree, in consultation with the office of the respective campus registrar then embarks on a process to take care of the logistical arrangements towards conferral of the honorary degree at a campus degree ceremony.



COVER PAGE OF A NOMINATION FOR THE AWARDING OF AN HONORARY DOCTORATE²

1.	Name and contact details)of the candidate who is nominated for an Honorary Doctorate Name: _____ Telephone number: _____ E-mail address: _____ Postal address: _____
2.	A two-page CV is attached hereto.
3.	The individual has shown exceptional merit and/or has made exceptional contributions in regard of the following matters as per the NWU Policy and Rules for the Awarding of Honorary Doctorates:
4.	This merit will honour the NWU in the following way:
5.	The relationship with this individual will continue in the following way after the award:
6.	This person has already been awarded an honorary doctorate from another university. Yes ____ No ____ If yes , please state the university from which this candidate holds an honorary doctorate: _____
6.	This award will be first/second (<i>underline the applicable term</i>) nomination for an Honorary Doctorate from the following faculty for this year: _____
7.	Process followed to finalise this nomination 7.1 Faculty board/executive committee decision was taken on _____ 7.2 Campus management committee decision was taken on _____
8.	Nomination placed on the agenda of the NWU Honorary Awards Committee that will take place on: _____
	Names of external specialists to be involved to provide external advice: 1. _____ 2. _____

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² To be completed by the office of the executive faculty dean from whose faculty the nomination was made.