



Policy and Rules for the Awarding of the Chancellor's Medal

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Policy and Rules for the Awarding of the Chancellor's Medal¹

Against the background of the dream to be an internationally recognised university in Africa, distinguished for engaged scholarship, social responsiveness and an ethic of care, the council of the North-West University (NWU) has adopted this policy for the awarding of the chancellor's medal on 26 September 2019.

1 Interpretation and application

This policy must be interpreted and applied in a manner consistent with paragraph 78 of the Statute of the NWU.

2 Purpose and scope of the policy and rules

The purpose of this policy is to ensure a fair and transparent process for the nomination of candidates for the award of the Chancellor's Medal.

3 Policy statement

It is the policy of the North-West University to recognise outstanding contributions by employees and students in the categories referred to in paragraph 5.

4 Scope of application

Council authorises the award of the Chancellor's Medal upon completion of a prescribed process according to the Rules and Procedures prescribed in Annexures 1 and 2.

5 Categories of merit

The Chancellor's Medal may be awarded to a person who has shown exceptional merit or has made exceptional contributions in the following categories:

- 5.1 academic (within the teaching-learning or research and innovation fields) in a discipline offered at the university;
- 5.2 community engagement;
- 5.3 innovation;
- 5.4 a sports code offered at the university; or
- 5.5 a contribution towards the achievement of the vision and mission of the university.

6 Conditions of the award of the Chancellor's Medal

The merit of a recipient of the Chancellor's Medal must honour the University.

The award of the Chancellor's Medal supposes a lasting reciprocal relationship between the NWU and the recipient.

RULES FOR THE NOMINATION AND AWARD OF THE CHANCELLOR'S MEDAL

1. CONDITIONS FOR AWARDS

- 1.1. The final decision and accountability concerning the award of the chancellor's medal reside with council.
- 1.2. Any member of the NWU community may submit a nomination for a candidate to the University Management Committee (UMC).
- 1.3. Chancellor's Medals can be awarded posthumously in exceptional cases.
- 1.4. The following categories of persons are not eligible for the award of the chancellor's medal:
 - 1.4.1. Members of any level of university management as per the NWU Statute, i.e. the Vice-Chancellor and members of the management committee, executive deans, deputy deans and academic directors.
 - 1.4.2. Members of the SRC and of the SCCs.

2. LIMITATIONS ON NOMINATIONS

Given the requirement of exceptional merit, there may be years in which no awards are made.

3. CONFIDENTIALITY

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 a Chancellor's Medal, up to the final approval of a nomination by council.

PROCEDURE FOR THE NOMINATION AND AWARD OF A CHANCELLOR'S MEDAL

1. NOMINATION PROCEDURE

- 1.1. Nominations must be accompanied by a motivation of about two pages, showing how the nominee fulfils the criteria for the Chancellor's Medal, and must be completed on a template provided by the registrar.
- 1.2. The UMC considers the nomination and pronounces on the suitability of the nomination.
- 1.3. Upon approval by the UMC, the relevant committee coordinator forwards the nomination directly to the committee coordinator of the Honorary Awards Committee with a copy to the registrar.

2. SELECTION COMMITTEE TO ADVISE SENATE AND COUNCIL

- 2.1. The Honorary Awards Committee, whose function it is to make a recommendation to senate and council, consists of the following standing members:
 - 2.1.1. the vice-chancellor who is the chairperson of the committee (in the absence of the vice-chancellor, the vice-principal officiates as chairperson);
 - 2.1.2. the chairperson of the council;
 - 2.1.3. the deputy chairperson of the council;
 - 2.1.4. the three members of council who have been elected by the senate, and
 - 2.1.5. the registrar.
- 2.2. The selection committee must co-opt specialists in the relevant fields in which the nominations have been made for advice to the selection committee.
- 2.3. In any given case, two or three specialists from the field in which an award is under consideration, and as identified by the UMC, are invited by the secretariat to provide input into the said nomination that is to be considered by the selection panel.

3. MANDATE OF THE HONORARY AWARDS COMMITTEE IN THE CONSIDERATION OF NOMINATIONS TOWARDS THE AWARD OF THE CHANCELLOR'S MEDAL

- 3.1. The Honorary Awards Committee considers each nomination against the Policy and, where any doubt exists, the committee should err on the strict side rather than be too lenient in selecting a candidate for the Chancellor's Medal.
- 3.2. Once the 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 the senate for consideration.

4. MANDATE OF SENATE IN THE CONSIDERATION OF NONIMATIONS TOWARDS THE AWARD OF THE CHANCELLOR'S MEDAL

- 4.1. A meeting of the senate where the submission(s) of the Honorary Awards Committee for the award of the Chancellor's Medal takes place *in camera*
- 4.2. Members of the 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.
- 4.3. The recommendation by the senate needs to be approved by a majority of the members of senate.
- 4.4. Upon completion of the process by Senate, this body makes a recommendation to Council on the selected candidates.

5. MANDATE OF COUNCIL IN THE CONSIDERATION OF NONIMATIONS TOWARDS THE AWARD OF THE CHANCELLOR'S MEDAL

- 5.1. A meeting of council where the recommendation of the senate for the award of the Chancellor's Medal takes place *in camera*.
- 5.2. 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.
- 5.3. The recommendation needs to be approved by a majority of the members of council.
- 5.4. Upon final approval by council, the registrar informs the recipients of the decision by council.

6. PROCEDURES TO BE FOLLOWED IN PREPARATION OF THE AWARDING CEREMONY

- 6.1. The office of the relevant campus deputy vice-chancellor, in consultation with the chief director Student Academic Lifecycle Administration, commences with a process to take care of the logistical arrangements towards award of the Chancellor's Medal at a suitable campus degree ceremony, and remains in close communication with the recipient towards the awarding ceremony.
- 6.2. The office of the campus deputy vice-chancellor is responsible for all arrangements related to the award of the Chancellor's Medal to a recipient of the Chancellor's Medal

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