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NORTH-WEST UNIVERSITY  
NOORDWES-UNIVERSITEIT  
YUNIBESITI YA BOKONE-BOPHIRIMA

## **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 MEDAL**

## **Preamble**

Against the background of the vision to discover new frontiers and opportunities that benefit society, advancing our relevance and impact, the council of the North-West University ("NWU", "university") has adopted this policy on 13 November 2024.

## **1 Interpretation and application**

This policy must be interpreted and applied in a manner consistent with

- 1.1 The Higher Education Act, 101 of 1997 (section 65C); and
- 1.2 The Statute of the NWU (para 80)

## **2 Policy statement**

It is the policy of the North-West University that the chancellor's medal may be awarded to individuals from the public, as well as employees and students to recognise their exceptional contributions or achievements of merit referred to in paragraph 5.

## **3 Purpose and scope of the policy and rules**

In light of the fact that the award of the chancellor's medal is regarded an award of high significance, the purpose of this policy is to ensure a clear and transparent process for the nomination and consideration of candidates for the award of the medal.

## **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 paragraphs 8, 9 and 10

## **5 Categories of merit**

The Chancellor's Medal may be awarded to a person or a team 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 creative and/or artistic work;
- 5.5 a sport code offered at the university; or
- 5.6 a contribution towards the achievement of the vision and mission of the university.

## **6 Conditions of the award of the chancellor's medal**

- 6.1 The merit of a recipient of the chancellor's medal must honour the University.
- 6.2 The award of the chancellor's medal supposes a lasting reciprocal relationship between the NWU and the recipient.

## **7 Revoking of the chancellor's medal**

Subject to evidence confirming the following, the Council, upon advice from Senate, may revoke the chancellor's medal:

- 7.1 That the recipient has brought the name of the NWU in disrepute; and
- 7.2 That the recipient has acted inconsistent to the vision, mission and values of the NWU.

## **8 Rules for the award of the chancellor's medal**

### **8.1 Conditions for the chancellor's medal award**

- 8.1.1 The final decision and accountability concerning the award of the chancellor's medal reside with Council.
- 8.1.2 Any member of the NWU community may submit a nomination for a candidate to the University Management Committee (UMC).
- 8.1.3 A chancellor's medal may be awarded posthumously in exceptional cases.
- 8.1.4 The following categories of persons are not eligible for the award of the chancellor's medal:
- 8.1.5 Sitting members of the Council and Council Committees, the Convocation Executive Committee, the Board of Donors and the Institutional Forum.
- 8.1.6 Members of any level of university management as per the NWU Statute, i.e. the Vice-Chancellor and members of the university management committee, executive deans, deputy deans and academic directors.
- 8.1.7 Members of the SRC and of the SCCs.

### **8.2 Limitations on nominations**

- 8.2.1 There is no limitation on the making of nominations.
- 8.2.2 Given the requirement of exceptional merit, there may be years in which no awards are made.

### **8.3 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 and the written acceptance thereof by the recipient.

## **9 Procedure for the nomination and award of the chancellor's medal**

### **9.1 Nomination procedure**

- 9.1.1 Nominations must be accompanied by a motivation of about two pages, showing how the nominee/team fulfils the criteria for the chancellor's medal, and must be completed on a template provided by the registrar, and submitted to the UMC.
- 9.1.2 The UMC considers the nomination and pronounces on the suitability of the nomination.
- 9.1.3 Upon consideration and recommendation by the UMC, the relevant committee coordinator forwards the nomination directly to the committee coordinator of the Honorary Awards Committee.

## **9.2 Selection committee to advise Senate and Council**

- 9.2.1 The Honorary Awards Committee, whose function it is to make a recommendation to senate and council, consists of the following standing members:
- 9.2.1.1 the vice-chancellor who is the chairperson of the committee (in the absence of the vice-chancellor, the vice-principal officiates as chairperson)
  - 9.2.1.2 the vice-principal
  - 9.2.1.3 the chairperson of the Council;
  - 9.2.1.4 the deputy chairperson of the Council;
  - 9.2.1.5 the three members of council who have been elected by the Senate, and
  - 9.2.1.6 the registrar.
- 9.2.2 The Honorary Awards committee may co-opt specialists in the relevant fields in which the nominations have been made for advice to the selection committee.
- 9.2.3 In any given case, two or three specialists from the field in which an award is under consideration, and as identified by the UMC, may be invited by the secretariat to provide input into the said nomination that is to be considered by the selection panel.

## **9.3 Mandate of the Honorary Awards Committee in the consideration of nominations towards the award of the chancellor's medal**

- 9.3.1 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/team for the chancellor's medal.
- 9.3.2 Once the committee is satisfied that the proposed candidate/team would clearly meet the criteria, it recommends the name(s) of the candidate(s) together with motivations to the senate for consideration.

## **9.4 Mandate of the Senate in the consideration of nominations towards the award of the chancellor's medal**

- 9.4.1 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*
- 9.4.2 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.
- 9.4.3 The recommendation by the senate needs to be approved by a majority of the members of senate.
- 9.4.4 Upon completion of the process by Senate, this body makes a recommendation to Council on the selected candidates/teams.

## **9.5 Mandate of the Council in the consideration of nominations towards the award of the chancellor's medal**

- 9.5.1 A meeting of council where the recommendation of the senate for the award of the chancellor's medal takes place *in camera*.
- 9.5.2 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.
- 9.5.3 The recommendation needs to be approved by a majority of the members of council.
- 9.5.4 Upon final approval by council, the registrar informs the recipients of the decision by council.

## **10 Procedures to be followed in preparation of the awarding ceremony**

- 10.1 The office of the relevant campus deputy vice-chancellor, in consultation with the deputy registrar, 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.
- 10.2 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(s) of the chancellor's medal.

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