



# Honorary Degree Committee

## Purpose

Hartpury University Honorary Degree Committee considers proposals for recipients of honorary awards in line with the Academic Regulations and guidance outlined in the terms of reference and makes recommendations to Academic Board.

## Composition

- Vice-Chancellor (Chair)
- The Chair of Hartpury University Corporation
- Member of Hartpury Corporation nominated by the Board
- Chief Operating Officer
- Deputy Principal Resources
- Deputy Vice-Chancellor
- Academic Registrar
- Academic Dean
- Dean of Teaching, Learning and Student Experience
- Heads of Department
- An Officer of the Students' Union
- Deputy Principal FE

## In attendance

- Officer: Hartpury University Graduation Coordinator
- Director of Marketing and Communications

## Terms of Reference

1. To consider and recommend to Academic Board the range of honorary award titles the University might grant.
2. To determine and recommend to Academic Board the procedures and criteria for submission and consideration of honorary award nominations and the subsequent granting of these honours.
3. To receive nominations for Honorary awards from students, alumni, employees, staff or governors.
4. To consider the nominations and due diligence work provided on nominated individuals against the guidance regarding the award of such distinctions and determine whether to not recommend the nomination, carry the nomination over for consideration at a future meeting; or; recommend the nomination.
5. To recommend to Academic Board for approval persons worthy of the conferment of an honorary award of the University and the appropriate award for each person.
6. To determine the procedures for the revocation of honorary awards.
7. To consider and subsequently recommend to Academic Board if appropriate the revocation of an honorary degree where the actions of the honorary degree recipient warrant such an exceptional step.

**Minimum number of members that must be present to constitute a valid meeting (Quorum):** One-third of the members eligible to attend.

**Frequency of meetings:** Meetings shall be held at least once per academic year.

**For more information please contact:** [graduation@hartpury.ac.uk](mailto:graduation@hartpury.ac.uk)



## **Guidance to the committee members**

When considering nominations members should consider:

- i. Genuine achievement and distinction in an activity consonant with the mission, values and strategy of the University and our specialist industries, including: scholarship, the advancement of learning, welfare diversity and social responsibility, creativity and innovation, enterprise, public service; or significant demonstration of personal qualities that exemplify the University's values.
- ii. Sufficient standing professionally and personally to be an exemplar and of interest to undergraduate and postgraduate students attending the graduation ceremony, and to their families.
- iii. An existing or possible future association between the individual and the University and the communities and regions we serve, including the City of Gloucester and county of Gloucestershire.
- iv. Nominations on behalf of people who identify with frequently under-represented groups and enhance the overall diversity of our honorary graduates, are particularly welcome as inclusivity and diversity are important strands of our strategy.
- v. Honorary degrees will not normally be awarded to individuals in current employment at Hartpury University, such as current governors, serving politicians.
- vi. Former employees of the University might occasionally be honoured for exceptional service to the University; former academic staff that retain an honorary connection to the University (e.g., Emeritus Professors) might exceptionally be considered, where their particular achievement has impacted uniquely beyond the usual scope of the role.