

HARPER ADAMS UNIVERSITY

Guidelines for Honorary Degrees and Terms of Reference for Honorary Degrees Committee

1. Background

Since the announcement of Research Degree Awarding Powers to Harper Adams in July 2006, the University is able to confer Honorary Degrees. The following guidelines were compiled after a survey of the procedures used elsewhere in the sector. They were approved by the Board of Governors in April 2007, and the degree designations were updated by the Academic Board at its meeting in April 2008 and endorsed by the Board of Governors in July 2008. (Reviewed and updated November 2019 and November 2020).

2. Principles

1. Harper Adams University may confer honorary degrees on persons of distinction, who either have made major contributions to the work of the institution, or have earned distinction for activities associated more widely within its mission, including education, business, culture, creative work or public service.
2. The following categories may be considered for nomination for honorary degrees:
 - Academics with an international reputation who have an existing or potential academic link with the University.
 - National figures who may serve as a role model for students at Harper Adams.
 - International figures who have some connection with the University, for example a common area of teaching or research.
 - Recognition of achievements in connection with Harper Adams which have not previously been recognised.
 - Persons with a local connection who have achieved a national reputation.
3. Honorary degrees shall be conferred on persons present at the annual Graduation Ceremony or at another event by mutual consent. They shall not be conferred on persons who are employed by the University at the time of conferment. In considering awards to people in political life, the University should seek to avoid endorsing individual political candidature or raising suspicion of currying favour with party or person.

3. Awards

An Honorary Doctorate may be awarded to a person who has made a major contribution at the national or international level, whilst an Honorary Master's degree may be awarded to a person who has made a major contribution at the local or regional level. Degrees will be awarded *honoris causa*.

The following honorary awards proposed are available:

Master of Business Administration	Hon MBA
Master of Engineering	Hon MEng
Master of Science	Hon MSc
Doctor of Science	DSc
Doctor of Laws	LLD (e.g. nominees with a Land Management (or similar) background)
Doctor of Engineering	DEng

Doctor of Letters
(humanities)

DLitt (e.g. for those with a background in the

4. Approval Process

Nominations for the award of Honorary Degree are invited from any member of the University community or persons associated with it, including members of the Board of Governors. Nominations should be submitted to the University Secretary for consideration by the Honorary Awards Committee.

The membership of the Honorary Awards Committee shall be:

Ex-Officio: Vice-Chancellor

Chair of the Board of Governors (Chair)

Vice-Chair(s) of the Board of Governors

University Secretary (Secretary)

Nominated Members:

Two members of Academic Board, normally serving for a period of three years.

Nominations for honorary degrees are strictly confidential and should not be discussed with the individual concerned until approval of the award has been granted by the Honorary Awards Committee. This is to avoid any embarrassment that may arise should a nomination not be successful.

A nomination proposal form (attached) should be completed, indicating clearly how the distinction in the particular field and personal standing has been gained and achieved. As much information as possible about the nominee's activities should be presented and relevant extracts from Who's Who or documents, statements, web sites, etc, in support should be included. Connection with or to the University's activities and the region to enhance and support the award, and to extend future relationships with the recipient, should also be indicated.

The Honorary Awards Committee will consider whether:

- i) the nomination should be recommended for approval by Governors and Academic Board;
- ii) a decision should be deferred pending the receipt of further information;
- iii) the nomination should be rejected, in which case the proposer should be informed and the matter closed.

Following the meeting, the Vice-Chancellor's Office will contact the approved nominee and ascertain if he/she will accept the award and can attend on the proposed date. If the nominee rejects the invitation, the Vice-Chancellor's office should inform the person who made the proposal.

If the nominee wishes to accept, but is unable to attend on the date suggested, the Vice-Chancellor's Office will explore the possibility of deferring conferment to a future occasion. Any deferred conferment should be reported back to the next meeting.

If the nominee wishes to accept and is able to attend on the date suggested, the Vice-Chancellor's office will inform relevant staff in confidence immediately.

The Vice-Chancellor's Office shall also notify:

- Exams Office, for preparation of the certificate.
- Marketing and Communications to prepare a press release
- The Deputy Vice-Chancellor who will give the oration at Graduation
- Academic Board and the Board of Governors for information.

The honorary degree is conferred at the Awards Ceremony and may not be awarded in absentia. Recipients will be expected to remain in regular contact with the University after receiving their award and invited to attend formal events, as and when they occur.

November 2020.