



# **Honorary Awards: Regulations**

**Issued by the Standards and Enhancement Unit**

**Revised by the Honorary Awards Committee September 2015,  
Approved by Senate December 2016**

## Honorary Awards: Regulations

### Introduction

1. The University of Bolton aims, by 2020, to be a distinctive “teaching intensive and research informed” higher education institution, known for the quality of its staff, its facilities and its links to employment sectors. It will offer an exciting and challenging student experience with excellent facilities which match the quality of its academic provision. It will be a local resource, a regional asset and a national and international centre of excellence.
2. The University strives to be a model of civic engagement, inclusivity, partnership working and innovation, supported by practice knowledge, excellence in scholarship and the application of technology to ensure accessible and flexible higher education provision. We are dedicated to the principles of promotion of lifelong learning, equality of opportunity and the provision of education which makes a practical difference to the lives to individuals and to the public good. These principles and characteristics will inform our selection of those upon whom we will confer honorary awards.
3. There shall be an Honorary Awards Committee acting under delegated authority of the University Senate with Terms of Reference to be reviewed each year by Senate.

The Committee operates with delegated authority from Senate and is responsible to it for all matters relating to the award of honorary degrees and honorary academic titles. In that context, the Committee’s decisions regarding individual nominations are subject to the approval of the Vice-Chancellor. The arrangements for the exercise of the duties of the Committee are subject to the approval of Senate.

4. The University may confer honorary awards upon those who have:
  - a. made (and may continue to make) a significant contribution to the work, development or reputation of the University (or to any of its predecessor institutions) or to the local region; and/or
  - b. earned a substantial reputation in a commendable activity.
5. The nomination and conferment processes will take due account of the University’s Equal Opportunities policies and statements.

### Award Titles

6. The following honorary award titles may be conferred honoris causa, as appropriate to the contribution and/or achievement of the nominees:
  - Doctor of Arts (DArts)
  - Doctor of Business Administration (DBA)
  - Doctor of Divinity (DDiv)
  - Doctor of Education (EdD)
  - Doctor of Engineering (DEng)
  - Doctor of Health Care (DHC)
  - Doctor of Humanities (DHum)
  - Doctor of Innovation (DIInn)
  - Doctor of Laws (LLD)
  - Doctor of Letters (DLitt)

- Doctor of Materials Technology (DMatTech)
- Doctor of Philosophy (DPhil)
- Doctor of Research (DRes)
- Doctor of Science (DSc)
- Doctor of Social Science (DSocSci)
- Doctor of Technology (DTech)
- Doctor of the University (DUniv)
- Master of Arts (MA)
- Master of Science (MSc)
- Master of Engineering (MEng)
- Master of Education (MEd)
- Master of Business Administration (MBA)
- Master of Design (MDes)
- Master of the University (MUniv)
- Community Fellowship Award

In addition the title of ‘Alumni Fellow of the University’ (FUniv) is available to past students of the University who have attained national recognition in their field, not necessarily to an extent to warrant the award of an honorary doctorate or Masters.

## **7. Nomination, Selection and Notification Procedures**

### **a. Honorary Awards Committee**

- i. The Committee is responsible to Senate for implementing procedures for the nomination, selection and notification of honorary awards and therefore possesses delegated powers of conferment from Senate.
- ii. Members of the Committee may make nominations for honorary awards in the usual way, but must declare an interest when such a nomination is being considered and may not take part in the selection process.

### **b. Nominations**

- i. The Chair (or the Chair’s nominee) of the Honorary Awards Committee shall make arrangements, having taken advice from the Committee and the Vice Chancellor, to issue a call for nominations for honorary awards normally once per annum.
- ii. Calls for nominations will be issued to University staff, students, (via the President of the Students’ Union) and governors of the University, to the University’s partners in the UK and overseas and, as appropriate, to the wider local and regional community. Any member of staff or student from any of these constituencies may make a nomination, except as stated in 3.1.4 above.
- iii. Nominations will normally be made on the proforma designed for the purpose and made available on the University website
- iv. Those making nominations should under no circumstances divulge the fact to their nominee nor, preferably, to any other person not associated with some

part of the process. Nominations must be treated as confidential until the award is considered by the Honorary Awards Committee and the nominee has been informed accordingly under arrangements made by the Vice Chancellor.

**c. Selection for Conferment**

- i. The Committee shall meet as scheduled and additionally, as required, to consider nominations received and will pay due attention to the supporting statements, explaining how nominees meet the relevant criteria. Decisions of the Committee are final; there is no right of appeal against a decision.
- ii. The names of those selected by the Committee, accompanied by brief biographical details (e.g. post held, profession, achievement), will be notified to Senate and will be considered by Senate under "Reserved Business" as a confidential item.
- iii. No further information about the Committee's selection decisions (positive or negative) will be publicly divulged and the deliberations and minutes of meetings of the Committee will remain confidential to members. The Committee file will be kept in the care of the Secretary to the Committee, in the Vice Chancellor's Office. Should further explanation of the Committee's decisions be sought by Senate, the Board of Governors, or an individual making a nomination, the Chair of Senate will respond in a way which does not compromise confidentiality.
- iv. Exceptionally, where there are reasons which make it necessary to act quickly in offering an honorary degree to a distinguished person (e.g. one who may be only temporarily in this country), the Committee shall have power to recommend the award of an honorary degree and take chair's action as necessary. In such instances the Chair of the Committee shall report such awards at the next scheduled meeting of Senate
- v. The University reserves the right to withdraw the award if, in its opinion, the recipient, by continuing to hold that award, would bring the reputation of the University into disrepute. Such a decision will be taken by the Vice-Chancellor having taken advice from the Chair/Deputy Chair of the Honorary Awards Committee and Senate.

<b>Honorary Awards: Regulations</b>	
Policy ref:	
Version number	03
Version date	December 2016
Name of Developer/Reviewer	Paul Birkett
Policy Owner (Group/Centre/Unit)	SEO
Person responsible for implementation (postholder)	SEO
Approving committee/board	Senate
Date approved	12 <sup>th</sup> December 2016
Effective from	12 <sup>th</sup> December 2016
Dissemination method e.g. website	Website
Review frequency	As necessary
Reviewing committee	
Consultation history (individuals/group consulted and dates)	Drafts of the regulation have been considered by: Honorary Awards Committee; Senate
Document history (e.g. rationale for and dates of previous amendments)	Addition of Community Fellowship Award made 12 <sup>th</sup> December 2016 October 2013 edition approved by Senate 30 March 2009 Approved by Honorary Awards Committee 4 February 2009 First approved by the Academic Board 8 November 2004