



McGill

Memorandum

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TO: Senate

FROM: Honorary Degrees and Convocations Committee

SUBJECT: Guidelines for the Awarding of Honorary Degrees

DATE: September 20, 2006

DOCUMENT #: D06-01

FOR: DECISION APPROVAL DISCUSSION

ISSUE: Proposed amendments to guidelines by the Honorary Degrees and Convocations Committee

BACKGROUND: Over the course of the 2005/06 year the Honorary Degrees and Convocations Committee reviewed the Guidelines for Awarding of Honorary Degrees. The attached document (Appendix "A") shows the current approved guidelines (left column) and the proposed amendments by the Committee (right column).

The Honorary Degrees and Convocations Committee approved these proposed amendments on May 8, 2006.

MOTION OR **Be it resolved that:**
RESOLUTION
FOR APPROVAL:

Senate approve the revised Guidelines for Awarding of Honorary Degrees as proposed and approved by the Honorary Degrees and Convocations Committee May 8 2006.

RATIONALE: The Guidelines for Awarding of Honorary Degrees were approved by Senate in 1995 and in 2000. The proposed revisions reflect editing by the Committee as a result of a routine review of its guidelines.

PRIOR CONSULTATION: Office of the Provost, members of the Honorary Degrees and Convocations Committee

NEXT STEPS: Adoption by Senate (Guidelines for Awarding of Honorary Degrees);

APPENDICES: D06-01 Appendix "A" Amendments to the Guidelines for Awarding of Honorary Degrees.

PROPOSED AMENDMENTS TO THE GUIDELINES FOR THE AWARDING OF HONORARY DEGREES APPENDIX "A"	
Guidelines for the Awarding of Honorary Degrees [Approved by Senate April 5, 1995, revised Senate March 8, 2000]	Guidelines for the Awarding of Honorary Degrees Proposed Revisions [approved by Honorary Degrees and Convocations Committee, May 8 2006]
CURRENT	PROPOSED
<p>Preamble</p> <p>By awarding honorary degrees, the University recognizes those individuals whose accomplishments are of such excellence that they provide inspiration and leadership to its graduates. As well, through its choice of honorary degree recipients, the University makes a public declaration of its values. In selecting candidates, the University should attempt to choose individuals of such a calibre that in honouring them, it too is honoured.</p> <p>The Honorary Degrees and Convocations Committee should attempt, through its recommendations of nominees, to reflect the cultural diversity of the country and the international character and diversity of the University itself. It should also attempt to honour those whose outstanding contributions to their fields or to society have not yet been widely recognized.</p> <p>I. General Policies</p> <p>1. Eligibility and Exclusions</p> <p>Canadians and non-Canadians may be considered for honorary degrees.</p> <p>Generally speaking, active or newly retired members of staff, voting members of the Board of Governors, and Canadian politicians currently in office should not be considered for honorary degrees.</p> <p>Normally, honorary degrees are not awarded posthumously or in absentia.</p>	<p>Preamble</p> <p>By awarding honorary degrees, the University recognizes those individuals whose accomplishments are of such excellence that they provide inspiration and leadership to its graduates. As well, through its choice of honorary degree recipients, the University makes a public declaration of its values. In selecting candidates, the University should attempt to choose individuals of such a calibre that in honouring them, it too is honoured.</p> <p><u>The awarding of honorary degrees is a method by which the University expresses its highest ideals and standards, recognizing those individuals whose accomplishments are of such excellence that they provide inspiration and leadership.</u></p> <p>The Honorary Degrees and Convocations Committee should attempt, through its recommendations of nominees, to reflect the cultural diversity of the country and the international character and diversity of the University itself. It should also attempt to honour those whose outstanding contributions to their fields or to society have not yet been widely recognized.</p> <p>I. General Policies</p> <p>1. Eligibility and Exclusions</p> <p>a) Canadians and non-Canadians may be considered for honorary degrees;</p> <p>b) Generally, speaking active or newly retired members of staff, voting members of the Board of Governors, and Canadian politicians currently in office should not be considered for honorary degrees; <u>and,</u></p> <p>c) Normally, honorary degrees are not awarded posthumously or in absentia.</p>

2. Criteria

Some of the factors to be considered by the Committee in its deliberations are:

(a) Accomplishments of Note

These accomplishments could include scholarly distinction and outstanding contributions to the creative or performing arts.

(b) Service to the Community at Large or to a Profession or Discipline

This service could include outstanding achievements in the area of public service at the national or international levels, at the local or community level, or to a profession or discipline.

(c) Appropriateness to a Special Anniversary

This could include the centenary of a school or faculty or a like event.

(d) Service to the University

This service must normally be of long standing and unusual merit. It is customary to confer an LLD on the Visitor, on the Chair of the Board when that person steps down from that office, and on the Principal when that person retires or leaves the University.

3. Degrees Conferred

The following are the honorary doctorates conferred by the University:

Doctor of Divinity, honoris causa (DD):

Awarded for outstanding scholarship in theology or service to the religious community

Doctor of Laws, honoris causa (LLD):

Awarded for outstanding scholarly achievement in law or for exceptional service to the University or the community at large.

Doctor of Letters, honoris causa (DLitt):

Awarded for outstanding achievement in the humanities, social sciences, or in the performing arts, of a scholarly or creative nature.

2. Criteria

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The Committee shall consider the following factors:

~~a) Accomplishments of Note~~ These Accomplishments of note including scholarly distinction and outstanding contributions to the creative or performing arts;

~~b) Service to the community at Large, a profession or a discipline, This service could include including outstanding achievements in the area of public service at the national or international levels nationally, internationally, or to a professor or discipline at the local or community level;~~

~~c) Appropriateness to a Special Anniversary~~ This could include the centenary of a school or faculty or a like event. Relevance to a McGill anniversary or other special event; and,

~~d) Service to the University. This service must normally be of Long-standing and unusual merit. It is customary to confer such as the tradition of conferring an LLD on the Visitor, on the Chair of the Board when that person steps down from that office, and on the Principal when that person retires or leaves the University.~~

3. Degrees Conferred

The following honorary doctorates may be conferred by the University:

a) Doctor of Divinity, honoris causa (DD): Awarded for outstanding scholarship in theology or service to the religious community;

b) Doctor of Laws, honoris causa (LLD): Awarded for outstanding scholarly achievement in law or for exceptional service to the University or the community-at-large;

c) Doctor of Letters, honoris causa (DLitt): Awarded for outstanding achievement in the humanities, social sciences, or in the performing arts, of a scholarly or creative nature;

<p>Doctor of Music, honoris causa (DMus): Awarded for outstanding achievement in music, particularly in composition or performance.</p> <p>Doctor of Science, honoris causa (DSc): Awarded for outstanding achievement in the pure and applied sciences, usually of a scholarly nature.</p>	<p><u>d) Doctor of Music, honoris causa (DMus):</u> Awarded for outstanding achievement in music, particularly in composition or performance; and,</p> <p><u>e) Doctor of Science, honoris causa (DSc):</u> Awarded for outstanding achievement in the pure and applied sciences, usually of a scholarly nature.</p>
<p>II. PROCEDURES</p> <p>1. The Honorary Degrees and Convocations Committee</p> <p>The Honorary Degrees and Convocations Committee shall meet in the winter term to receive nominations for the awarding of honorary degrees at spring convocations of the following year. It shall meet in the fall term to receive nominations for the following fall. Meeting dates for the Honorary Degrees and Convocations Committee, and the deadlines for submission of nominations, shall be placed before Senate in February of each year, along with a call for nominations. Deadlines for submission, under ordinary circumstances, should be respected. Late submissions are returned to their sponsors and may be resubmitted for consideration at the next appropriate meeting of the Committee.</p> <p>2. Nominations</p> <p>Nominations may be received from individuals both within and without the University. The same stringent criteria shall apply to all nominations.</p> <p>Nominations for honorary doctorates to be awarded at the spring convocations are normally forwarded by deans of faculties.</p> <p>Nominations for honorary doctorates to be awarded at the fall convocation are normally chosen from the Standing List. The Graduates' Society may also nominate a candidate to be honoured at the fall convocation.</p>	<p>II. PROCEDURES</p> <p>1. The Honorary Degrees and Convocations Committee</p> <p>The Honorary Degrees and Convocations Committee shall meet in the winter term to receive nominations for the awarding of honorary degrees at spring convocations of the following year. It shall meet in the fall term to receive nominations for the following fall. Meeting dates for the Honorary Degrees and Convocations Committee, and the It is the intent of the Honorary Degrees and Convocations Committee that nominations will be considered no later than 18 months before the ceremony at which the degree is to be conferred.</p> <p><u>Deadlines for submission of nominations and scheduled meeting dates for the Honorary Degrees and Convocations Committee,</u> shall be placed before Senate in February of each year, along with a call for nominations. Deadlines for submission, under ordinary circumstances, should be respected. Late submissions are returned to their sponsors and may be resubmitted for consideration at the next appropriate meeting of the Committee.</p> <p>2. Nominations</p> <p>Nominations may be received from individuals both within and without <u>as well as outside the University community.</u> The same stringent criteria shall apply to all nominations.</p> <p>Nominations must include the following information: name and address of nominee; career summary; education; awards received; reasons for recommending award; and evidence of suitability as a convocation speaker. Supporting documentation may be attached (e.g., curriculum vitae, news clippings, etc).</p> <p>Nominations for honorary doctorates to be awarded</p>

Nominations should include the following information: name and address of nominee; career summary; education; awards received; reasons for recommending award; evidence of suitability as a convocation speaker. Supporting documentation may be attached (e.g., curriculum vitae, news clippings).

3. Recommendations and Standing List

An honorary degree is the highest order the University can bestow. Thirteen honorary doctorates a year should be the maximum number awarded.

The Honorary Degrees and Convocations Committee, after considering a nomination or re-nomination, may reject it, in which case the file is destroyed, agree to forward the nomination for approval by Senate, or place the nomination on a Standing List for consideration at a later date.

Names placed on the Standing List shall remain there for a period of three years, after which time, if the nominee has not been selected or re-nominated, the name shall be deleted.

4. Citations

Citations to be read at Convocation shall be submitted in advance to the Secretariat and should not exceed three minutes in length.

at the spring convocations are normally typically forwarded by deans of the faculties. Nominations for honorary doctorates to be awarded at the fall convocation are normally chosen from the Standing List of nominations. The Graduates' Society McGill Alumni Association may also nominate a candidate to be honored at the fall convocation.

3. Recommendations and Standing List

Recognizing that an honorary degree is the highest order honor the University can bestow, ~~Thirteen~~ typically, one degree will be awarded per convocation ceremony.

~~The Honorary Degrees and Convocations Committee, after considering a nomination or re-nomination, may reject it, in which case the file is destroyed, agree to forward the nomination for approval by Senate, or place the nomination on a Standing List for consideration at a later date.~~

Nominations or re-nominations accepted by the Honorary Degrees and Convocations Committee will be forwarded to Senate for approval; materials relating to nominations or re-nominations rejected by the Committee will be destroyed. Names of approved nominees may be placed on a Standing List for consideration at a later date. The Standing List will be reviewed by the Committee on a regular basis. ~~Names placed on the Standing List shall remain there for a period of three years, after which time, if the nominee has not been selected or re-nominated, the name shall be deleted.~~

4. Citations

Citations to be read at Convocation must be submitted in advance to the Secretariat and should not exceed three minutes in length.

PROPOSED AMENDMENTS TO THE GUIDELINES FOR PROMOTION TO EMERITUS PROFESSOR APPENDIX "B"	
Guidelines for Promotion to Emeritus Professor [approved by Senate November 18, 1936; revised Senate September 20, 2000]	Guidelines for Promotion to Emeritus Professor or <u>Emeritus Librarian</u> [approved Honorary Degrees and Convocations Committee, May 8 2006]
CURRENT	PROPOSED
<p>1. The rank of Emeritus Professor is to be considered as a high honour and the criteria for the award are academic merit and long distinguished service.</p> <p>2. This honour is not awarded to someone who is still teaching full-time at the University. Former members of staff eligible for Emeritus Professorships are those drawing a McGill retirement pension, including those who have taken early retirement before age 65 and after age 60 and those with post-retirement appointments.</p> <p>The procedure to determine who receives this award is as follows:</p> <p>1. The Deans of each Faculty recommend to the Honorary Degrees Committee, members of the teaching staff who are retiring and merit consideration.</p> <p>2. This group is considered by the Honorary Degrees Committee, which selects those it feels are deserving of the rank of Emeritus Professor and makes appropriate recommendations to Senate.</p> <p>3. The Senate then recommends to the Board of Governors the awarding of this rank, the Board being the sole authority for all appointments of staff.</p> <p>4. At Convocation the recipients of the award are cited and the award officially conferred, a certificate and a copy of the citation being</p>	<p>Preamble</p> <p>The rank of <i>Emeritus</i> Professor or <i>Emeritus</i> Librarian is the highest honor the University may confer on retired members of the full-time academic and librarian staff.</p> <p>1. Eligibility for Consideration</p> <p>a) To be eligible for promotion to the rank of Emeritus Professor or Librarian a candidate must:</p> <ul style="list-style-type: none"> i. have held the rank of full-time full professor or full-time full librarian at the University (typically for a minimum period of 10 years); ii. have retired or already signed an irrevocable agreement to retire, at the time of consideration, from the ranks of the full-time academic or librarian staff of the University; and; iii. be considered for promotion to that rank no later than 12 calendar months following retirement. <p>2. Criteria for Promotion to Emeritus Professor or Librarian</p> <p>a) The criteria for promotion to the rank of Emeritus Professor or Librarian are outstanding contributions by a candidate, in comparison to his or her peers, to the University and/or scholarly communities over an extended period of time through excellence in research, teaching, creative or scholarly activity, academic leadership or any combination thereof.</p> <p>b) A candidate's peers for the purposes of these guidelines are his or her colleagues of equivalent rank within the University.</p>

presented.

The rank is purely honorary and there are no special privileges attached. Some Deans are able to provide office space and in rare instances, laboratory space is made available. Library facilities are available and an Emeritus Professor can obtain a McGill I.D.

Apart from the above, the following are privileges of the rank:

1. The name of an Emeritus Professor will be listed in the staff directory for life.
2. As a result of this listing, an Emeritus Professor is placed on the Principal's list to receive invitations to University ceremonies and receptions.
3. On the death of an Emeritus Professor the University flag is lowered and a resolution is presented to Senate.

3. Procedural Guidelines

- a) The case of each candidate for promotion to the rank of Emeritus Professor or Librarian shall be considered by a faculty committee comprised of academic or librarian staff of the rank of full-time full professor or full-time full librarian. This committee shall report to the dean of the faculty.
- b) Where the committee recommends a candidate for promotion to the rank of Emeritus Professor or Librarian its recommendation shall be accompanied by
 - i. full and written reasons; and,
 - ii. the candidate's comprehensive curriculum vitae.
- c) If the dean of the faculty is satisfied that the candidate meets the criteria for promotion he or she shall recommend the candidate to the Honorary Degrees and Convocations Committee and provide the Committee with:
 - i. his or her written reasons in support of the recommendation;
 - ii. the faculty committee's full and written reasons in support of its recommendation; and,
 - iii. the candidate's comprehensive curriculum vitae.
- d) For the purposes of these guidelines, where a candidate for promotion has been appointed to one or more faculties, the term "dean" shall include the deans of each faculty in which the staff member holds appointment.
- e) If the Honorary Degrees and Convocations Committee is of the opinion that the candidate merits promotion to the rank of Emeritus Professor or Emeritus Librarian it shall recommend the candidate for promotion to the Senate.
- f) If the Senate is of the opinion that the candidate merits promotion to the rank of Emeritus Professor or Emeritus Librarian it shall recommend the candidate for promotion to the Board of Governors.

	<p>g) If the Board of Governors is of the opinion that the candidate merits promotion to the rank of Emeritus Professor or Emeritus Librarian the promotion shall be conferred on the candidate at the next appropriate convocation ceremony.</p> <p>4. Privileges</p> <p>a) The rank of Emeritus Professor or Librarian is purely honorary but certain limited privileges are attached as is recognized in sections 7.12 of the <i>Regulations relating to the Employment of Academic Staff</i> and of the <i>Regulations relating to the Employment of Librarian Staff</i> respectively.</p>
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