



UNSW Honorary Degrees Committee – Membership and Terms of Reference

Authorised by UNSW Council 15 August 2016

A. Current Membership as at 12 October 2020

Name	Role	Term
Mr David Gonski, AC Presiding Member	Chancellor (ex officio)	N/A
Professor Ian Jacobs	President and Vice-Chancellor (ex officio)	N/A
Professor David Cohen	President, Academic Board (ex officio)	to 30 June 2021
Mr Warwick Negus	Deputy Chancellor	to 30 June 2022
Ms Maxine Brenner	Council Member	to 30 June 2021
Ms Raji Ambikairajah	Council Member	to 30 June 2022
Professor Louise Chappell	Academic Board nominee	to 31 December 2021
Emeritus Professor Richard Henry AM	Academic Board nominee	to 31 December 2022

B. Terms of Reference

1. Composition – Total: 8

- Chancellor
- Vice-Chancellor
- President, Academic Board
- Three other members of Council
- Two persons nominated by the Academic Board

2. Presiding Member

The Chancellor is the Presiding Member.

3. In attendance

The Committee may, with the consent of the Presiding Member, invite any person or persons to attend all or part of its meetings to assist the Committee in its work.

4. Reporting to Council

The recommendations of each meeting will be referred to Council.

5. Schedule of Meetings

Twice yearly, so as to report to the following Council meeting, or additionally as required, with the consent of the Presiding Member.

6. Terms of Reference

- a) To recommend to Council the award of honorary doctorates under rules and procedures in force from time to time and in keeping with the By-laws of the University. In doing so the Committee will have regard to the following categories and guidelines:

Categories of Honorary Degrees

Persons nominated for honorary degrees will normally fall into one of the following categories, which are listed in descending order of coincidence with the profile of the University:

- I. Outstanding scholars whose work in fields represented at UNSW has transformed the knowledge base of the field.
- II. People whose ideas have transformed our understanding of the world and the ways in which we arrange our lives.
- III. People who have given eminent service to UNSW, either as employees or by virtue of having had a significant connection with the University, or through significant benefaction to the University.
- IV. People of outstanding achievement in the fields of intellectual, spiritual and cultural endeavour.
- V. People of outstanding achievement in any major field of endeavour.
- VI. People who have given eminent service to society by advancing important causes.
- VII. A person of distinguished eminence in some branch of learning appropriate to a particular Faculty.

Guidelines

- I. Eminent members of staff of the University are eligible and consideration of honorary doctorates for persons in this category would normally arise at the time of their retirement.
 - II. A significant or very close connection with the University would not be a pre-requisite for an award, but would be taken into account by the Committee.
 - III. Service to the community need not be confined to service to the Australian community.
 - IV. Serving politicians or aspirants to political office are generally not eligible.
 - V. Proposals for honorary degrees should only be made if there is reasonable expectation that the recipient will be able to travel to Sydney to receive the award at a graduation ceremony within a reasonable period of time after approval by Council.
- b) To review and advise on proposals from the faculties for the award of honorary degrees when requested to do so by the President of the Academic Board.
- c) To recommend to Council candidates for honorary fellowships in accordance with the guidelines and procedures approved by Council from time to time; and to review periodically those guidelines and procedures and make recommendations to Council for their amendment. In doing so, the Committee will have regard to the Guidelines and Procedures for the Nomination and Selection of Candidates for UNSW Honorary Fellowships including the following criteria and guidelines:

Criteria for Honorary fellowships

Conspicuous continued involvement in one of the following:

- I. Support of the interests and welfare of the University of New South Wales or of a particular part of the University's activities.

- II. Promotion of the academic purposes of the University or facilitating those purposes in any particular activity of the University.
- III. Fostering links between the University and other institutions within and without Australia.
- IV. Enlarging educational opportunities to enter the University among persons with limited prospects of so doing for reasons which they could not overcome.
- V. Philanthropic contribution to the University.

Guidelines

- I. The fellowships are to be differentiated from the degree of Doctor of the University which may be conferred upon any person considered by Council to have provided an outstanding contribution and distinguished and eminent service to the University beyond the expectations of the person's particular field of endeavour either within or outside the University.
- II. A person on whom an honorary degree has been conferred is eligible to be nominated for the award of an honorary fellowship.
- III. Honorary Fellows of the University are eligible for nomination for the award of an honorary degree.

d) To review and advise on any matters raised by the Vice-Chancellor.

e) To review and advise on any matters raised by Council.

f) To exercise such powers as Council may delegate.

g) These Terms of Reference and the functioning of the Committee should be subject to a periodic review by Council, including self-assessment by the Committee, to ensure that it is operating effectively and fulfilling its functions.

7. Quorum

Quorum for the Honorary Degrees Committee is four, the quorum to include at least one Council member of the Committee.

8. Resolutions without meetings of the Committee (Flying Minutes) - *Approved by UNSW Council (CL05/94)*

- a)** Subject to this clause, if a majority of the members for the time being of the Committee sign and return to the Presiding Member a document circulated by or on behalf of the Presiding Member containing a statement that those members are in favour of a resolution in terms set out in the document, a resolution in those terms shall be deemed to be the decision of the Committee, but only if:
 - i. the document, signed by the majority of members, is received by the Presiding Member no later than the deadline for response stipulated in the circulated document; and
 - ii. no two or more members notify the Presiding Member in writing, before that deadline, that the members wish to have the proposed resolution listed for discussion at the next meeting of the Committee.

A resolution made by the procedure stated in this clause shall be deemed to be the decision of the Committee, effective from the day on which the document is signed or, if the members do not sign it on the same day, on the day on which the last member of the requisite majority to sign the document does so.

- b)** If a decision of the Committee is made by a resolution without meeting under clause [1], the Presiding Member shall cause a copy of the terms of the resolution to be promptly notified to all members and the resolution shall appear in the agenda for the next meeting of the Committee for the purpose of forming a record in the minutes of that meeting.
- c)** For the purposes of clause [a]:
- i. two or more separate documents containing a statement in identical terms, each of which is signed by one or more members, shall be taken to constitute one document;
 - ii. 'sign', in relation to a document, means apply, affix or cause to be applied or affixed a member's signature or facsimile thereof; and
 - iii. 'return to/notify the Presiding Member' means send to the Presiding Member or the person nominated by the Presiding Member by post, facsimile or email.