

GUIDELINES FOR THE AWARDING OF HONORARY DEGREES

Approved: September 28, 2005
Updated: November 12, 2009

Policy: It is the policy of Seneca College to recognize and honor exceptional individuals who have achieved distinguished reputations at the provincial, national or international level in education, public service, business, the professions or the arts, or made significant and important contributions to the College and/or the local community.

Procedures: The President shall establish an Honorary Degree Committee, composed of the following individuals:

Senior Vice President (ex-officio)
Vice President, Strategy and College Affairs (ex-officio)
One Dean Selected by the Dean's Group
One Chair Selected by the Chairs' Group.
One Director Selected by the Senior Directors' Group.
President, Alumni Association (ex-officio)
One faculty member (selected by the Deans and Chairs) from each Faculty
One student appointed by the Vice President, Student Services and Human Resources

The Senior Vice-President will Chair this Committee.

Aside from the ex-officio positions, individuals will serve for two years but are eligible for reappointment.

Acting in the strictest of confidence, the Honorary Degree Committee will consider and recommend to the President, in rank order, up to two candidates per year for each of the applied degrees that have received Ministerial consent. The candidate's background and/or contributions do not necessarily have to correspond to the applied degree areas. The President will consider these recommendations, along with his/her own, and submit a list of recommendations to the Board Executive for its consideration, and ultimately to the full Board of Governors for approval.

In the early years, it is anticipated that the number of honorary degrees conferred will be lower than the maximum allowed (one per applied degree)

Nominations: Normally twice a year (October & February), the Honorary Degree Committee will seek nominations from the College, alumni, advisory committee members and the community.

Individuals considered for an Honorary Degree must have:

- a) made a significant contribution to society;
- b) achieved noted accomplishments in a particular field of study, or
- c) enhanced or promoted the College's image and reputation in Ontario or elsewhere.

The following nomination constraints will be in place:

- a) active members of the faculty, staff, Board of Seneca College of Applied Arts and Technology or students are not eligible;
- b) posthumous honorary degrees will not be recommended. If, however, a candidate passes away after accepting an invitation but prior to convocation, the honorary degree will be awarded;
- c) normally an active politician should not be recommended for an honorary degree. However, there may be exceptional circumstances based on the individual's accomplishments, length of service or contributions that are particularly relevant to Seneca where this provision may be waived.

Individuals making nominations must submit: a) a short (one-page) narrative explaining why the candidate is worthy of an honorary degree, and b) a curriculum vitae and/or biography clearly indicating the candidate's accomplishments.

**Degree
Presentation:**

Honorary degrees will normally be awarded during a convocation ceremony and typically no more than one honorary degree will be awarded at any ceremony. Only in exceptional circumstances will a degree be awarded in absentia.

**Board Approval
And Confidentiality**

Presidential recommendations will be provided to the Board with sufficient documentation to allow Board members to render a judgment. Since confidentiality is of utmost importance throughout this process, Board deliberation will be conducted 'in camera'. The Board will typically approve a "slate of candidates" and the Office of the President will be authorized to contact the intended recipients and make all decisions related to the conferring of these honorary degrees.

Board approvals are only valid for a three-year period, but may be reconsidered at any time.