



Guidelines for the Awarding of Honourary Degrees at Mount Royal University

By legislation, Mount Royal University is allowed to award any honorary credential that it currently offers. Consequently, at the current time, Mount Royal's honorary degrees will be limited to credentials at the baccalaureate and certificate level.

Honourary credentials shall be granted by Mount Royal University to recognize a wide range of professional and personal accomplishments and contributions to society. While one or more of the following criteria might be weighted more or less heavily in the consideration of an individual candidate, the following criteria shall guide the awarding of honorary credentials.

1. The candidate should have accomplishments recognized at the national or international level.
2. The candidate should have used their position or recognition for the betterment of society.
3. The candidate should have some relationship to Mount Royal University.

Process for Recommending Candidates for Honourary Degrees

General

The Mount Royal Honourary Appointments Committee shall be responsible for recommending to the Board of Governors the criteria and process for the awarding of honorary degrees at Mount Royal University.

- Normally only one honorary degree shall be conferred at each Convocation. If there are two recipients, only one recipient will speak.
- Canadians and non-Canadians may be considered for honorary degrees.
- The University normally shall not offer an honorary degree to anyone who is not in a position to accept the degree in person. An honorary degree may be conferred in absentia for cause.

- Posthumous honorary degrees will not be recommended. In awarding the honorary degree, the University honours the person and not his or her memory. If the candidate dies after accepting the nomination but before the Convocation ceremony, the honorary degree will be awarded.
- The University normally shall not offer an honorary degree to any individual currently holding elected office at any level of Canadian government.
- Members of the Board of Governors, the General Faculties Council, or other members of the staff of Mount Royal University are not eligible to receive an honorary degree.
- Members of the Board of Governors, General Faculties Council and the University community are solicited at least once a year for nominations. In addition, the Committee may consider nominations received from members of constituencies outside the University.

Types of Degrees

The University may confer baccalaureate degrees or certificates in any area in which it offers the credential.

Criteria

Honorary degrees are awarded on the basis of the following criteria:

1. The candidate should have accomplishments recognized at the national or international level.
2. The candidate should have used his/her position or recognition for the betterment of society.
3. The candidate should have some relationship to Mount Royal University.

Guidelines for Nominations

All information pertaining to nominees shall be considered in strictest confidence by the Honourary Appointments Committee, General Faculties Council, and Board of Governors.

The following information should be provided when recommending candidates for an honorary degree:

- Name of candidate;
- Address and telephone;
- Degree(s) held, if any, and the University awarding the degree(s);
- Curriculum vitae containing such details as
 - Place of birth
 - Education
 - Field of endeavour
 - A short description of publications, if any
 - Special awards
 - Distinguished service;
- A short summary of the nomination including contributions of special accomplishments on which the recommendation is made and connection to Mount Royal;
- A personal statement of support and other information which the nominator feels may be pertinent;
- No more than three letters in support of the nomination may be submitted;
- Degree recommended.

Nominations should be forwarded to the Mount Royal Honorary Awards Committee, c/o President's Office, Mount Royal University, 4825 Mount Royal Gate SW, Calgary, AB, T3E 6K6.

Short Listing of the Candidates

- The Honorary Appointments Committee shall regularly update and review its existing file of potential candidates. .
- A call for nominations shall be issued in the Fall for Spring Convocation recipients and in the Spring for Fall Convocation recipients.
- The Committee shall meet each Spring to review nominations for the honorary degree recipient at Fall Convocation and each Fall to review nominations for the honorary degree recipient for Spring Convocation.
- The Committee shall evaluate each nomination against the criteria. The Committee may reject it in which case the file is destroyed, agree to forward the nomination for approval by the General Faculties Council and the Board of Governors, 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.
- The Honourary Appointments Committee submits a recommendation for an honorary degree recipient(s) and the degree(s) to be conferred to the General Faculties Council.
- The General Faculties Council will consider only those nominations that have been proposed by its Honourary Appointments Committee.
- The General Faculties Council submits a recommendation to the Board of Governors for approval.

Procedures for Recommending Candidates for Honourary Degrees

- Recommendations shall be made at a regular or special meeting of the General Faculties Council.
- The report of the Honourary Appointments Committee shall be given “in camera.”
- The report shall be distributed at the beginning of the “in camera” session.
- Results of the “in camera” session are confidential. Minutes of the session are not included in the circulated minutes. These minutes are kept in the Honourary Appointments Committee file.
- The Chair of the General Faculties Council will carry forward the recommendation to the Board of Governors, in a closed session of the Board, for final approval.

Notification of Candidates

The candidate or candidates to be honoured shall be contacted by the President, as Chair of the Honourary Appointments Committee, as soon as possible following the approval of the Board of Governors.

The Board of Governors reserves the right to revoke any honorary degree conferred by Mount Royal University.