



PACIFIC COAST UNIVERSITY
FOR WORKPLACE HEALTH SCIENCES

Granting of Honorary Degrees – Policy 212

Policy Statement

Recognition of outstanding achievement and contributions to the community is an integral part of the concept and role of a university. Pacific Coast University for Workplace Health Sciences confers honorary degrees on distinguished individuals who have contributed to the advancement of knowledge or the betterment of society and who have achieved eminence in their field of endeavour at a provincial, national or international level.

There are three general categories of people upon whom the University confers honorary degrees:

1. Individuals who are distinguished scholars or who have made outstanding contributions to society at large;
2. Individuals who have distinguished reputations in the area of public service at the national or international levels, or who have had long and distinguished careers in professions such as law, or as educators, for example; and
3. Individuals who have made significant, important and noteworthy contributions to the University.

Individuals in any one of these three categories are given special consideration if they are alumni of the University or are, or have been, associated with the University in some way.

Honorary degrees are not awarded posthumously, and generally not to any of the following: current or retired faculty or staff; current members of the Board or Academic Council; or to current elected members of government at municipal, provincial, or federal levels.

Related Policy

Granting Lifetime Achievement Award

Definitions

University means Pacific Coast University for Workplace Health Science, a corporation established under the Act.

Procedures

Normally, nominations of individuals to be considered for honorary degrees from the University shall be received once each year by the Executive Committee of the Academic Council of the University, plus the President as chair of the Honorary Degree and Special Honours Committee. The Executive Committee of the Academic Council is composed of: the Vice President Academic, four Academic Members, one Labour Representative, one Employer Representative, and the University Registrar.

Nominations shall be submitted in confidence and, therefore, shall not normally be discussed with the nominee.

Nominations shall be submitted according to the process outlined below.

A closing date for receipt of nominations will be set as September 30.

Normally, two honorary degrees are granted annually at the University convocation ceremony, although this varies depending on the circumstances and the honorary degree recipient. For example, in the exceptional circumstance that there are before the Honorary Degree and Special Honours Committee a



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relatively large number of individuals who are well-qualified to receive honorary degrees, then the Committee may recommend that three or more honorary degrees be conferred at a particular Convocation.

Short Listing of the Candidates

1. The Honorary Degree and Special Honours Committee shall meet in camera on or before October 15 of each year for the purpose of updating and reviewing its existing file of potential candidates. Those nominations deemed to be worthy of further consideration shall be added to the list of potential honorary degree recipients. The data collected on those nominees considered unacceptable shall be destroyed. A maximum of three potential candidates may be carried on file to the next year.
2. The Honorary Degree and Special Honours Committee normally selects no more than three individuals, upon whom it determines to confer an honorary degree and the category of the degree to be conferred.

Final Determination of the Candidates

The Honorary Degree and Special Honours Committee will vote on candidates and the majority of positive votes will be deemed to be accepted for honorary doctorates.

There are two categories of honorary degrees to be conferred:

1. **General:** The Doctor of Laws (LL.D.) degree is conferred upon individuals who have contributed significantly to the general areas noted under the heading "Eligibility" and who are not recommended for contributions as specifically defined in item 2 below.
2. **Specialist:** The Doctor of Workplace Health Science (D.WHS).

Confidentiality of Information

All information pertaining to nominees shall be considered in strictest confidence by the Honorary Degree and Special Honours Committee.

Notification of Candidates

The candidate or candidates to be honoured shall be contacted by the President as soon as possible following the decision of the Honorary Degree and Special Honours Committee to arrange a mutually agreeable time for the bestowal of the honorary degree.

Guidelines for the Use of the Designation

There are conventions in Canada and within the university community more generally on the use of honorary degree titles. The University subscribes to these conventions and these are described below:

1. Given the honorary nature of the award, the title is not generally used by the recipient in the broader community.
2. The university that awards the honorary title uses the title "Dr" in its communications with their awardees in recognition of the respect that the university holds for the recipient.

Process for Nomination

An annual call for nominations will be placed on the University website every September 1. The call for nominations will also be circulated to the Board of Governors, Academic Council and the International Research Advisory Council.

Process for Nomination

Nominations for an Honorary Doctorate should be made in the form of a letter of nomination. The letter should stipulate the reasons for the nomination, including the achievements of the individual who is being nominated, how these achievements fit with the ideals and scope of the University, and the criteria outlined for the awarding of Honorary Doctorates in this policy. The nomination letter should be



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accompanied by:

1. Letters of support for the nomination (minimally, 2 letters).
2. A recent resume or curriculum vitae of the nominee.
3. Current contact information of the nominator

Nominations are submitted to the Office of the President at Pacific Coast University for Workplace Health Sciences to the attention of the President, Chair of the Honorary Degree and Special Honours Committee.

Approvals and Responsibility

Approved by: Board of Governors, December 17, 2015
Responsibility: President.

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