

OLDS COLLEGE POLICY

Olds College recognizes the need for Policies and Procedures, and the need for staff and students to be familiar with and follow such policies and procedures. It is the intent of Olds College that breach of College policies or procedures shall result in disciplinary measures up to and including suspension or termination. This applies to all College staff and representatives.

CATEGORY:	D. Student and Academic
SUBJECT:	Granting of Honourary Degrees
POLICY NUMBER:	D11
CROSS REFERENCE:	
NEW \ REVISED	
Administrative Services Committee	Academic Council
March 14, 2016	

POLICY STATEMENT

Olds College is committed to appropriately acknowledging individuals and groups who make extraordinary contributions that support the mission, vision and outcomes of the institution.

SPECIFIC GUIDELINES

The Board of Governors, upon the recommendation of Executive Committee, may confer Honourary Degrees to individuals who are identified as deserving of acknowledgement for their contribution(s) to the betterment of Olds College.

IMPLEMENTATION AND ADMINISTRATIVE RESPONSIBILITY

The Vice President Advancement will review the policy at least every five (5) years.

OLDS COLLEGE PROCEDURES

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SUBJECT AND POLICY NUMBER	D11 Granting of Honourary Degrees
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NEW \ REVISED

Vice President Student and Support Services	Vice President Academic and Research	Vice President Advancement
March 14, 2016		

1. Annually, in January, the Executive Assistant to the Board of Governors will send out the first Call for Nominations to the Board Members and to the College community, seeking nominees for a Honourary Degree. All nominations received are required to include a letter of support outlining the nominee's relationship to Olds College.
2. Prior to the February meeting of the Board, the Common Issues Group will review all nominations received. The criteria to be used in determining the choice of honourees may include industry, academic, research philanthropic or communal connectivity with Olds College.
3. Through the President, the Executive Committee will provide recommendations on the name(s) of the honouree(s) to the Board of Governors for consideration. This review will occur in the closed session of the regular February meeting of the Board.
4. Once approved by the Board, the President will communicate with the chosen Honourary Degree recipient(s) to ensure the individual(s) is/are in a position to receive this honour.
5. The name of the Honourary Degree recipient(s) will be kept embargoed until it is announced at the *Growing the Legacy Gala*.
6. Individuals selected for this recognition by the Board will be awarded an official Olds College parchment bearing the words, "*Honourary Bachelor of Applied Science*".
7. Honourary Degree recipient(s) will be invited to a Board-hosted luncheon on Graduation day. Honourary Degrees will be officially conferred at the Graduation Ceremony that follows later on the same day.