

HONORARY DEGREES, TITLES AND TRIBUTES COMMITTEE

Terms of Reference:

In accordance with Council's policies for honorary appointments, the Committee shall consider and make recommendations to Council on:

- proposals for the award of honorary degrees, titles and tributes
- the conferment of the title of Emeritus Professor on Professors who retire from the University, and
- the conferment of the title of Professor on appropriately qualified members of staff who do not otherwise have this title.

Reports/Makes Recommendations to: University Council

Chaired by: Chancellor *ex-officio*

Membership: Chancellor *ex-officio*
Deputy Chancellor *ex-officio*
Vice-Chancellor *ex-officio*
Chair of the Academic Board
Two lay¹ members elected by and from the Council
An Executive Dean elected by and from the Executive Deans
A Professor elected by and from the Academic Board

In attendance:

Secretary to Council or nominee

Gender Representation: The objective will be to ensure that the membership of all committees of Council (of 5 or more people) should include at least two women and two men. Where a committee has fewer than 5 people there will be at least one woman and one man.

Where it is necessary for the Chair to co-opt (a) member(s) to meet this objective, the member(s) so co-opted will be from the Council.

Quorum: A quorum shall consist of a simple majority of members of the Committee.

Term of Office: Elected members will hold office for two-year period. In the event that an elected member vacates office prior to the conclusion of their term, then an election will be conducted by the Council for a replacement to serve the remainder of the term.

Meetings: The Committee will meet as required. In the event that a formal meeting of the Committee cannot be convened, as a consequence of unavailability of members and/or urgency of a matter for resolution, then, where appropriate and with approval of the Chair of the Committee, resolution will be sought by "flying minute".

Support: The Office of the Secretariat will provide support.

¹ Lay shall be interpreted as not an employee or a student of the University of New England
Reviewed by Council on 5 June 2006
Amended by Council on 11 April 2008