

## **Guidelines for Nomination of Honorary Degrees**

### **Overview**

In awarding an honorary degree the University of St Andrews seeks:

- to affirm its commitment to excellence;
- to create enduring ties of affection between the University and the honorand; and
- to celebrate an individual's outstanding contribution to St Andrews, Scotland or the world.

In considering nominations, the University will be mindful that excellence may be demonstrated equally well in academic and non-academic environments. An honorary award may also be an appropriate recognition for a recent employee or member of Court who has rendered truly exceptional service to the University.

An existing link to St Andrews is not a pre-requisite if a potential honorand is of appropriate distinction and if the nomination can demonstrate the value of a future link between the University and the nominee.

As part of its equality and diversity agenda, the University is particularly keen to see nominations of women and from other under-represented groups.

### **Points to note**

The University is less likely to award an honorary degree to a serving politician, national or international, but retired politicians may be considered.

Anyone chairing or running a body from which the University may benefit, such as a research council or other funding body, is unlikely to be considered eligible for an honorary degree while in that role.

The University is also highly unlikely to wish to award honorary degrees to any individual with whom it has an active fund-raising relationship.

As honorary degrees are bestowed during graduation ceremonies consideration should also be given to the proposal of potential honorands whose nomination will resonate valuably with the University's student graduands.

### **The nomination form**

Please complete all sections of the form. Incomplete forms cannot be accepted. Proposers are welcome to seek advice at any point, including on the degree to be awarded.

Please state clearly why the nominee is deserving of an honorary degree, referring to the notes above.

In considering nominations, the University will particularly look for evidence of the following:-

1. The nomination has relevance for Scotland and particularly for St Andrews.
2. The award affirms the University's core value of excellence and the Principal's priorities of diversity, fairness and inclusivity.
3. The award would reinforce a continuing beneficial association with the University
4. The award is timely, in that delay might frustrate the intention.
5. The award would, in the context of the list of awards for any given year, provide balance between the faculties and between the sexes.

Completed nomination forms should be countersigned by a member of the professoriate before being submitted to the Honorary Degrees Committee for consideration at the next meeting.

### **Feedback**

It is essential that confidentiality is maintained throughout the nomination process, but the Principal's Office will endeavour to provide feedback in the event that a nomination is unsuccessful. It should also be borne in mind that a nomination may not be successful immediately and may be carried over for consideration in a subsequent year for logistical or other reasons.

### **Confidentiality**

It is helpful for the nomination form to include an indication of whether the nominee is likely to be available and willing to receive the degree in the year in question.

However, it is essential that the nominee should not be approached about their nomination. This is to avoid embarrassment or hurt feelings should a nomination be unsuccessful.

Proposers and Seconders will be asked to confirm, by means of signing the form, that they understand and commit to this requirement for confidentiality.

### **Further information and guidance**

For further information, please contact Fiona Thompson ([fjt71@st-andrews.ac.uk](mailto:fjt71@st-andrews.ac.uk))