

Guidelines for Awarding Honorary Fellow of the University

Preamble

Established in 1968, Honorary Fellowships of the University are special awards which may be granted by Senate to individuals who have made exceptional contributions to the life and development of the University.

The Senate and Honours and Awards Committee (“the Committee”) shall receive suggestions for and present to Senate nominations for Honorary Fellows of the University.

Eligibility and Criteria

1. The Award will recognize an individual who has made exceptional contributions to the life and development of the University. Normally, this will have been achieved through the nominee’s significant, multifaceted and/or longstanding involvement with the University.
2. Active members of the faculty, staff, Senate or Board of Governors are not eligible.
3. The honour may be awarded posthumously where the nomination was submitted within three years of their death.

Nominations

1. Faculty, staff, students, alumni and members of the Board of governors may nominate candidates for Honorary Fellow.
2. Nominations will be accepted at any time throughout the year.
3. The Committee will forward its recommendations to a closed session of Senate and in accordance with the Bylaws of the Senate Honours and Awards Committee. Senate will vote on each candidate individually in the form of a ballot. Nominators will be informed of the outcome after Senate has received and voted on the recommendations.

Commitment to Indigenization, Equity, Diversity, Inclusion and Accessibility (IEDIA)

The University of Guelph recognizes that an inclusive campus and a culture of inclusion are institutional and social imperatives. A culture of inclusion necessitates the involvement of stakeholders with a wide array of lived experiences, identities and perspectives on the Board of Governors and Senate to support, oversee and drive a strategic and system-wide approach to IEDIA.

The University is committed to fostering a culture of inclusion and to designing, reviewing, and rebuilding structures – including policies, programs, and practices – that are inclusive, equitable, and accessible to all. In keeping with this commitment, nominations of qualified individuals from historically marginalized and underrepresented communities including those who identify as Black,

Indigenous, or Persons of Colour; persons with a disability or who identify as differently abled; persons of all genders, and sexual orientations; and those with a demonstrable track record of confronting oppression and promoting belonging in their organizations and communities are strongly encouraged.

Documentation

The following items shall be included with the nomination:

1. **Nomination form:** available on the [University Secretariat website](#).
2. **Citation or Statement of Nomination:** this statement should summarize the nominee’s contributions to the University and the impact such contributions have had on the life and development of the University.
3. **Resumé or Curriculum Vitae**
4. **Letters of Support:** a maximum of three (3) letters of support must be submitted from individuals knowledgeable about the nominee’s contributions and related impact.

Method of Presentation and Privileges

1. Public recognition of the awarding of Honorary Fellow shall be given at a convocation ceremony, to which the recipient shall be invited.
2. The award shall consist of a diploma suitably inscribed and a citation which is to be read at the convocation ceremony at which the award is presented.
3. Normally, the award shall not be made in *absentia*.
4. Normally, the award shall not be presented at a ceremony at which an honorary degree is conferred.
5. The names of Honorary Fellows shall be placed on the permanent University list to receive pertinent University material including invitations to convocation and other special University events.
6. Honorary Fellows shall be eligible for all academic processions.
7. Honorary Fellows shall have the use of the University Library.

<i>Approval Authority:</i>	Senate Honours and Awards Committee
<i>Office of Responsibility:</i>	University Secretariat
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