KPU | KWANTLEN POLYTECHNIC UNIVERSITY

AD5 Honorary Degrees and Awards Procedure

Category: AD (Administration)
Effective Date: June 1, 2025
Approving Jurisdiction: Senate
Administrative Responsibility: President

A. Definitions

1. **Distinguished Scholarship Award:** Exemplary teaching is a core element of KPU, and scholarship in its diverse forms is integral to that endeavour: the scholarship of discovery, creativity, application, teaching and learning, and integration. Accordingly, KPU recognizes and celebrates outstanding examples of such scholarship.

2. **Distinguished Teaching Award:** Exemplary teaching is a core element of KPU and, accordingly, KPU recognizes and celebrates exceptional examples of teaching. This award is intended to recognize remarkable teaching as demonstrated by activities such as the development of new courses and curricula, contributions to the scholarship of teaching, development of effective teaching methods, enrichment of the learning environment at KPU, and contributions that improve the teaching of colleagues.

    a. Full-time Category
    b. Part-time Category

3. **Emeriti Designation:** Emeriti is an honorary appointment for life awarded to a retired employee for distinguished service and academic contributions to KPU and establishes a relationship that is both symbolic and active. The emeriti appointment recognizes distinguished performance of an employee, honours the employee's standing of high regard in the eyes of peers and colleagues, and anticipates the continuation of the employee's academic contributions to KPU past retirement.

4. **Honorary Doctorate Degree:** The honorary doctorate degree is the highest form of recognition granted by KPU to recognize persons who are distinguished by their significant contributions and accomplishments and whose excellence reflect positively upon KPU.

5. **Senate Standing Committee on Tributes (SSCT):** A committee of Senate with a mandate to develop operational procedures for the selection and recommendation of Distinguished awards, honorary degrees and emeritus designation. The committee

invites and evaluates nominations from the KPU community and recommends candidates to Senate.

B. Procedures

1. **General**

1.1. The nomination, selection, and communication processes are diagrammed in Appendix 1.

1.2. All individuals nominated as candidates will be considered by the Senate Standing Committee on Tributes (SSCT). Recommendations of the SSCT will be forwarded to Senate for its consideration and selection.

1.3. Personal Information will be collected and managed in accordance with the Freedom of Information and Protection of Privacy Act of BC.

1.4. Nomination packages, following approval by Senate, may be shared with the Office of the President, Marketing and/or Communications for the purpose of preparing promotional materials.

1.5. Nominations are to remain confidential outside of the collator of materials. Except for honorary degrees, awards are limited to up to two Distinguished Teaching Awards (1 per category) and one Distinguished Scholarship Award, per year.

1.6. Honorary degrees and Emeriti Awards will be acknowledged at one of the convocation ceremonies as determined by the Office of the President.

1.7. Honorary degrees and awards will not normally be granted posthumously.

2. **Honorary Doctorate Degree**

2.1. **Categories**

2.1.1. There are three honorary doctorate degrees as decreed by Order of the Lieutenant Governor in Council No. 0447 dated April 4, 1996, and are awarded as follows:

2.1.1.1. Doctor of Laws (*Honoris Causa*), (LL.D.), awarded in recognition of community and public service.

2.1.1.2. Doctor of Letters (*Honoris Causa*), (D.Litt.), awarded in recognition of contributions to the arts, humanities and social sciences.

2.1.1.3. Doctor of Technology (*Honoris Causa*), (D.Tech.), awarded in recognition of contributions to science, technology and other related fields such as design.

2.2. **Eligibility**

2.2.1. Honorary degrees are not normally awarded to those who currently hold political office, including senators, or to current KPU employees.

2.3. **Criteria**

2.3.1. Nominees must be exceptionally distinguished scholars, artists, public servants, persons prominent in the community or their profession, and others who have made significant contributions locally, nationally, or globally.

2.3.2. Honorary degrees may be awarded for meritorious service to education or to KPU.

2.3.3. Honorary degrees are intended to honour individuals who are widely recognized for one or more of the following:

2.3.3.1. outstanding and sustained achievements in their areas of expertise

2.3.3.2. noteworthy public service

2.3.3.3. a standard of excellence in one or more fields of endeavour

2.3.3.4. distinguished and noteworthy achievement in their field of study or service during their career

2.3.3.5. dedication to and recognition of academic excellence

2.3.3.6. entrepreneurship

2.3.3.7. a legacy of respect and understanding toward others

2.3.3.8. a legacy of humanitarian contribution(s)

2.4. **Nominations**

2.4.1. Members of the University community and the community-at-large are invited to nominate honorary degree candidates. Normally, nominations or letters of support for the nomination will not be accepted from members of the nominee's family.

2.4.2. Nominations must include two to five letters of support and a completed Honorary Degree Nomination Form.

2.4.3. Nominations recommended by the SSCT are sent to the Senate for further approval.

2.4.4. Nominations that have been approved by Senate, but not awarded to the recipient, may be considered for two years, including the year nominated, and reviewed by the SSCT for applicability and currency.

2.5. **Listing Honorary Degrees**

2.5.1. Honorary Degrees should be listed on a resume or CV under awards, not academic achievements

2.5.2. KPU will refer to individuals with Honorary Degrees as "Dr." but the title will not be used elsewhere

2.5.3. Honorary Degrees can be listed in signatures:

2.5.3.1. Doctor of Letters: D. Litt.

2.5.3.2. Doctor of Laws: LL.D.

2.5.3.3. Doctor of Technology: D. Tech
Example: [Insert Name], LL.D.

3. **Distinguished Teaching Award**

3.1. **Categories**

3.1.1. The Distinguished Teaching Award is awarded in two categories:

3.1.1.1. Full-time Category

3.1.1.2. Part-time Category

3.2. **Eligibility**

3.2.1. Employees who have worked at KPU for a minimum of five years are eligible. This may include faculty, staff or administrators that instruct.

3.3. **Criteria**

3.3.1. There are no fixed criteria for selection, although generally nominees have:

3.3.1.1. contributed to the learning environment of their students, their departments, and their disciplines (e.g., by showing a

consistent contribution to developing methodologies, materials, and processes that have contributed to student success).

3.3.1.2. a demonstrated interest in teaching and pedagogy.

3.3.1.3. been a role model for colleagues and students.

3.3.1.4. had a recognized and substantial impact on students, colleagues, and the institution (e.g., through letters of support).

3.4. **Nominations**

3.4.1. Nominations must include a Distinguished Teaching Award Form.

3.4.2. Nominations for the award can be made by any faculty, staff member or student of KPU by the Fall Senate Tributes Committee submission deadline posted on the website of each year. Written permission of the nominee is required.

3.4.3. Nominations will be considered by SSCT for a period of two years, including the year nominated, for applicability and currency. If the nomination is not approved by SSCT during that time, it will need to be resubmitted with updated information as a new nomination.

4. **Distinguished Scholarship Award**

4.1. **Eligibility**

4.1.1. Current or *former* KPU employees are eligible for nomination.

4.2. **Criteria**

4.2.1. There are no fixed criteria for selection of the award, although generally nominees will, through their scholarship, have had a recognized and substantial impact on any or all of the relevant discipline(s), students, colleagues, the institution, and the community.

4.3. **Nominations**

4.3.1. Nominations must contain a Distinguished Scholarship Nomination Form.

4.3.2. Nominations for the award can be made by any faculty, staff member or student of KPU by the Fall Senate Tributes Committee submission

deadline posted on the website each year. Written permission of the nominee is required.

4.3.3. Nominations will be considered by SSCT for a period of two years, including the year nominated, for applicability and currency. If the nomination is not approved by SSCT during the that time, it will need to be resubmitted with updated information as a new nomination.

4.3.4. Nominations should be in the form of a dossier that includes some or all of the following:

4.3.4.1. a curriculum vitae

4.3.4.2. evidence of scholarly excellence (e.g., research papers, exhibits, presentations, professional development reports)

4.3.4.3. a statement that articulates the case for the nomination

4.3.4.4. other evidence that substantiates the importance and relevance of the scholarship

5. Emeriti Designation

5.1. Eligibility

5.1.1. All persons who have demonstrated exemplary and significant academic contributions to KPU or the appropriate faculty, school, or department and who normally have a minimum of ten years service before retirement are eligible for nomination.

5.2. Criteria

5.2.1. There are no fixed criteria for the selection of the designation, although generally nominees will have demonstrated exemplary and significant academic contributions to KPU or the appropriate faculty, school or department.

5.3. Nominations

5.3.1. Members of the University community are invited to nominate candidates for the designation.

5.3.2. Nominations for the designation must include all of the following:

5.3.2.1. Emeriti Appointment Nomination Form

5.3.2.2. a letter of nomination signed by a minimum of five signatories

5.3.2.3. demonstration of past exemplary and significant academic contributions internal and external to KPU, the faculty, school or department for which the employee is held in high regard

5.3.2.4. a description of the value of the award to facilitate the nominee's ongoing relationship with KPU, the faculty, school or department, as well as the anticipated nature of that ongoing participation

5.3.2.5. a *curriculum vitae*

5.3.2.6. a statement from the nominee outlining how an emeriti appointment would support the nominee's intended future participation with KPU, including specific demonstration of the intent to continue and further contribute

5.4. **Privileges of the Designation**

5.4.1. The designation allows the designee to:

5.4.1.1. be eligible to apply for grants from external agencies through the established University routes of approval. Collaborative applications between the appointee and KPU are encouraged.

5.4.1.2. access to library resources, printing facilities, campus WIFI, and Emeriti Employee Status computing services, subject to resource availability.

5.4.1.3. be eligible to accept assignments or contracts for special projects beneficial to KPU.

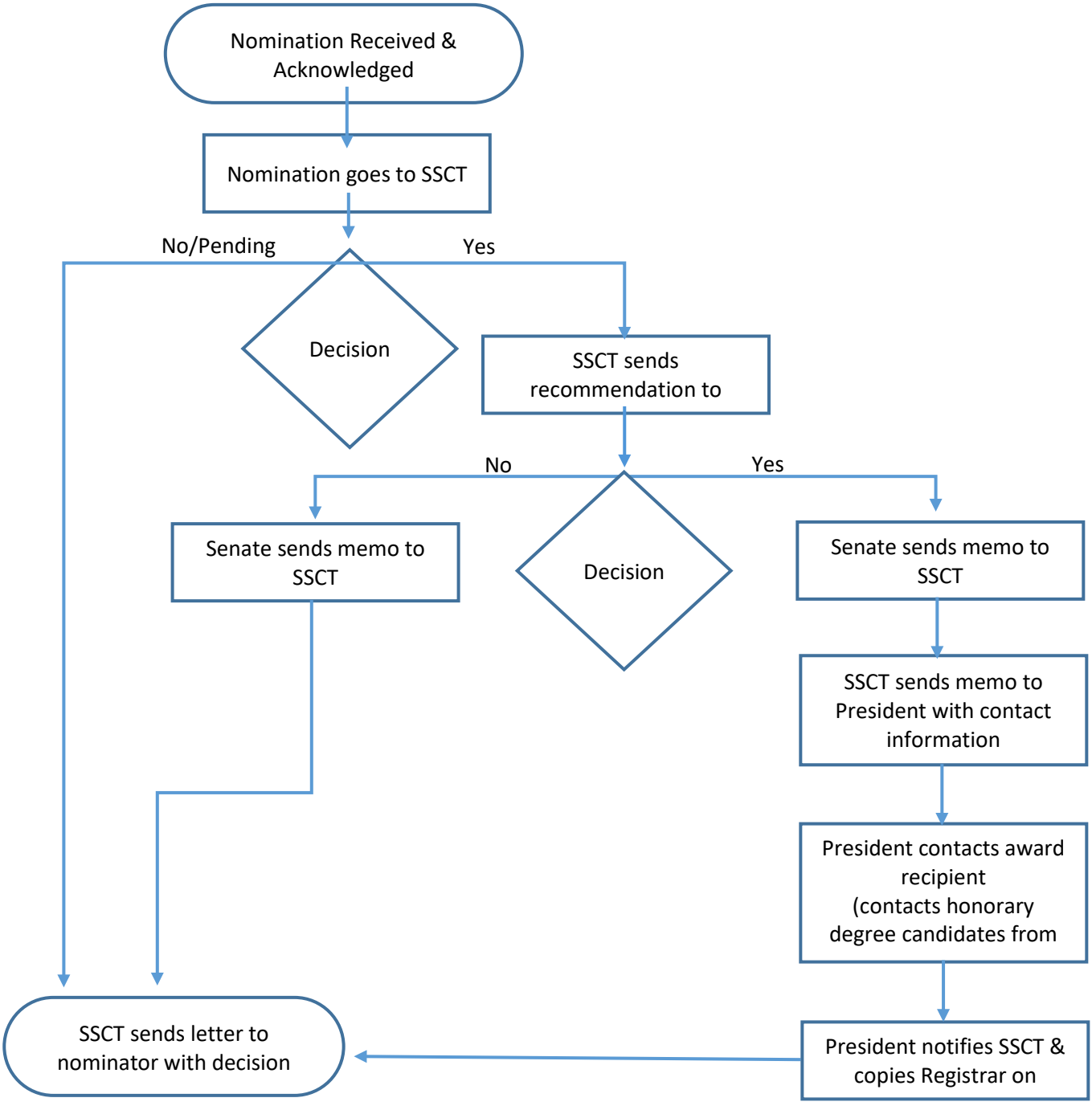
5.4.1.4. be entitled to represent KPU at social or fundraising events.

5.4.1.5. be invited to KPU events and receive recognition for contributions to KPU.

5.4.1.6. be eligible to supervise graduate students and honours thesis students.

C. Related Policy

AD5 Honorary Degrees and Awards Policy

D. Appendix 1

Nomination, Selection and Communication Process