



Academic Council Committee for Honorary Degrees and Major Awards (ACCHDMA)

*Approved by Academic Council 19th February 2009
Amendments approved by AC 10/12/09, AC 08/12/11, ACEC 07/10/21, AC 23/11/23*

Purpose and Function

The Academic Council Committee on Honorary Degrees and Major Awards authorizes the award of honorary degrees and retains oversight of the award of major public awards on behalf of, and on the delegated authority of Academic Council.

Terms of Reference

- The President will present candidates for the award of an honorary degree to the Committee, with supporting documentation including the biography and achievements of the candidate and the rationale for the award.
- Where representations are made to the President, from within or without the University, that an individual merits the award of an honorary degree, in order to protect the confidentiality of the process, the President will not indicate whether or not that individual will be or has been considered by the Committee.
- The proceedings of the Committee are strictly confidential.
- The candidate must not be approached unless and until the Committee recommends the award of an honorary degree.
- Where the Committee recommends the award of an honorary degree, the President, or a member of the University acting on behalf of the President, will approach the candidate to determine if they will accept the degree.
- Where a candidate recommended by the Committee is willing and in a position to accept the degree, the University will confer the degree.
- Where a candidate indicates that they will accept an honorary degree and is to be conferred, their candidacy will be brought to the attention of the next meeting of Academic Council and the next meeting of Governing Authority as an item for noting.
- The name of a candidate recommended by the Committee for the award of an honorary degree shall not be released unless and until the candidate has indicated they will accept the degree, and then only on the direction of the President.
- Academic Council Committee on Honorary Degrees and Major Awards will retain oversight of the approval process for the University's major public awards, which include the Foundation Day Medal; Ulysses Medal; Honorary Doctorates and College/School Medals.

Composition

The following shall be members of the ACCHDMA:

- Chair (President or nominee)
- Deputy President, Vice-President for Academic Affairs and Registrar
- Vice-President for Research, Innovation and Impact
- Vice-President for Strategy and External Engagement
- College Principals
- One senior academic from each College appointed by Academic Council on the nomination of the College Principal
- Co-opted member (non-voting): Director of UCD Foundation
- Co-opted member (non-voting): Representative from the President's Office
- Co-opted member (non-voting): Representative from the Conferring Unit

Committee Chair

The President shall chair the Committee or appoint a nominee from amongst the members of the Committee or from among the members of Academic Council.

Committee Support

The Committee shall be supported by the University Secretariat.

Conduct of Business

- The meetings shall be convened by the Chair with a minimum of seven days' notice of a meeting.
- The members of the Committee may not nominate others to attend meetings on their behalf.
- A meeting of the Committee shall be quorate when eight or more members are present.
- A proposal to award an honorary degree must be supported by two-thirds or more of the members present and voting in order for the committee to recommend the award of the degree.