

Honorary Awards Joint Committee Terms of Reference

1. Constitution

1.1. The Boards of Governors and the Academic Board have established a joint committee known as the Honorary Awards Joint Committee.

2. Definitions

2.1. Honorary awards in these terms of reference means Honorary Doctor of the University (DUUniv) Honorary Fellowship of the University or Honorary Fellowship of the Colleges. Honorary Doctor of the University (DUUniv) and Honorary Fellowships are defined in the criteria and procedures as approved by the Academic Board.

3. Membership

3.1. Membership shall consist of up to 3 independent governors including the Chair of the LSBU (London South Bank University) Board and a representative from SBC (South Bank Colleges) Board; up to two Academic Board staff governors; the President of the Students' Union and up to one other Student Union officer; the Vice Chancellor/College Accountable Officer; the Provost (Chair of Academic Board); a representative of South Bank Colleges and the Group Secretary.

3.2. The independent governor members shall be selected by the Board of Governors

3.3. A quorum shall consist of at least 2 governors, one of whom should be an independent governor.

3.4. The chair shall be a member of the LSBU Board of Governors.

3.5. The committee may, if it considers necessary or desirable, co-opt members with expertise.

4. Attendance at Meetings

4.1. The Director of Corporate Affairs and the Head of Alumni and Development shall normally attend meetings.

5. Frequency of meetings

5.1. Meetings shall normally be held once each year.

6. Authority

6.1. The Committee has delegated authority from the Boards of Governors to select recipients for the conferment of honorary awards based on procedures and criteria as approved by the Academic Board.

6.2. The Committee has delegated authority from the Boards of Governors to rescind honorary awards, if in its judgment, one or more of criteria 1 - 4 apply:

1. There are findings of serious misconduct, criminal activity or adverse findings in civil proceedings or disciplinary proceedings by regulatory authorities.
2. The original rationale for conferring the award was materially inaccurate.
3. The individual has acted in a way that is fundamentally inconsistent with the values of the University or Colleges.
4. The reputation of the University or Colleges will be damaged from continued association with the individual concerned and the damage from maintaining the award will be greater than from revoking it.

6.3. The Committee will not, normally, revoke or consider revoking an award posthumously. Before reaching a decision, it will examine available information and evidence to reach a conclusion. If a consensus decision on rescinding an award cannot be made by the HAJC (Honorary Awards Joint Committee), then the Board will be requested to determine the matter.

7. Secretary

7.1. The secretary to the Honorary Awards Joint Committee will be the Clerk to the Board or other appropriate person nominated by the Clerk.

8. Duties

8.1. The committee's duty shall be to consider nominations received in accordance with procedures laid down by the Academic Board for the awarding of honorary awards.

8.2. The committee shall ensure that the nomination process is fair, giving due regard to the equality and diversity of the shortlisted candidates.

9. Reporting Procedures

9.1. The Committee shall report to the Board of Governors and the Academic Board its decisions regarding selection of recipients for conferment of Honorary Awards.

Approved by the Board of Governors on 19 July 2012.

Revised by the Board of Governors on 18 July 2020, 21 July 2022, 20 July 2023, and 21 March 2024.