**Committees of the Senate**

**Terms of Reference**

**Honorary Degrees**

**Effective Date:** April 21, 2023

**Supersedes:** September 2009

**Date of Next Review:** Spring 2024

**TERMS OF REFERENCE**

To select candidates on whom Honorary Degrees may be conferred, and to determine the appropriate degree for each candidate.

To select candidates to be granted the status of Chancellor Emeritus/a, President Emeritus/a and Provost & Vice-President (Academic) Emeritus/a and determine the timing and nature of the conferral of such status.

To select a candidate to receive the President’s Medal for Distinguished Service.

To report to the Senate, for public announcement.

**COMPOSITION**

Nine members, elected by the Senate, one of whom must be a student who is a member of Senate, and at least one of whom must be a member of staff.

Two alumni of Western appointed by the Alumni Association for two-year terms.

One President (or designate) of an Affiliated University College appointed on a one-year rotational basis.

**Ex officio (voting):**

- Chancellor
- President & Vice-Chancellor
- Provost & Vice-President (Academic)
- Vice-President (University Advancement)
- Vice-President (Research)
- Director of Convocation
Ex officio (non-voting):

   University Secretary
   Associate Director of Convocation

Elected members may serve two consecutive terms, following which they are not eligible for further election until a lapse of two years.

The Chair shall be the President & Vice-Chancellor.

GENERAL PROCESS FOR SENATE COMMITTEES AND BOARDS

Quorum: As set out in Senate By-Law VI.11.(a), quorum shall be one-half of the voting members, including at least one-half of the elected or appointed members, during September to May, and one-third of the voting members, including one-third of the elected or appointed members, during June, July and August.

   Quorum September to May: 10 members, including 6 elected/appointed
   Quorum June to August:       7 members, including 4 elected/appointed

Terms: The terms of office for elected members shall be one year (renewable) for students and two years (renewable) for faculty/others, as set out in Senate By-Law VI.10.(a).