



# HONORARY TITLES & AWARDS POLICY 2018

On the recommendation of the Senate, the Council of the Wayamba University of Sri Lanka, as the governing authority of the Wayamba University of Sri Lanka, by resolution adopts the following policy.

Dated: 28.06.2018

Last amended: Not applicable

Signature: Signed

Position: Vice Chancellor, Wayamba University of Sri Lanka

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## **1 Name of policy**

This is the Honorary Titles and Awards Policy 2018.

## **2 Commencement**

This policy commences on 01.10.2018.

## **3 Policy is binding**

This policy binds the University, staff, students and affiliates.

## **4 Overview**

This policy;

- (a) recognises the benefit the University receives from contributions to teaching, research and other services provided to it on an honorary basis;
- (b) provides for the award of honorary titles in acknowledgement of such contributions; and
- (c) sets out the privileges and obligations attaching to such titles.
- (d) provides for the University to award honorary degrees in recognition of exceptional achievement;
- (e) sets out the process by which nominations for such honorary awards are received and considered.

## **5 Application**

This policy applies to:

- (a) the University, staff and affiliates; and
- (b) the award of all honorary titles, whether to individuals from outside the University or to current or former staff members.

## **6 Honorary titles that may be awarded**

Following titles may be awarded:

- (a) Professor Emerita or Emeritus
- (b) Visiting Professor / Professorial Fellow
- (c) Visiting Scholar
- (d) Any other honorary title may only be approved by the Council on the recommendation of the Senate, and only in exceptional circumstances. In such cases, the Senate may first seek advice from the Senate Academic Development Planning Scholarships & Ethics Committee.



## 7 Granting Emeritus / Emerita Status to a Professor

The title of Professor Emerita (in the case of a woman) or Professor Emeritus (in the case of a man) may be conferred on fully retired university salaried professional staff or honorary professorial staff in recognition of distinguished service during the period they were employed by the Wayamba University of Sri Lanka, and will be effective following the date of retirement. University must follow the Policy for appointing Emeritus Professor (UGC Circular No 960).

The senate of the university on the recommendation of the Faculty Board concerned may award the title of Emeritus / Emerita Professor for an academic member who may deem worthy of election to such title.

The following guidelines are prescribed as evaluation criteria of nominations.

A retired professor or a professor of a university, who has resigned from the university service,

And

- (a) Has served the university for a period of not less than 25 years as a teacher of which at least 10 years as a professor

Or

- (b) Has served the university for a period not less than 15 years as a professor

Or

- (c) Had made an outstanding contribution to knowledge and institutional and/or national development or served in a reputed international academic /research development organization

## 8 Granting visiting titles

Visiting titles are normally conferred on non-Wayamba University staff who may be seconded from another University /Industry or on individuals who make occasional visits to the Wayamba University. The candidate must hold an equivalent level position. A visiting title is normally conferred for a period of one year.

### 8.1 Visiting Professor / Professorial Fellow

- (1) The title of Visiting Professor or Professorial Fellow may be conferred on a professor from another university, or a person with equivalent status, who is visiting a department or Faculty.
- (2) Visiting Professors and Professorial Fellows are expected to make a significant contribution to the teaching, research, scholarship or creative work of the University.

### 8.2 Visiting Fellow

- (1) The title of Visiting Fellow may be conferred on individuals who are considered expert in an appropriate field and who are visiting a department or Faculty for a period of time.
- (2) The title is conferred on someone with appropriate academic qualifications suitable for an appointment to an academic position at the levels from Senior Lecturer / Associate Professor.



- (3) Visiting Fellows are expected to make a significant contribution to the teaching, research, scholarship or creative work of the University.

## 8.3 Visiting Scholars

The title of Visiting Scholar may be conferred on an academic visitor with whom it is desirable that a department or faculty has a formal association on a short-term basis, without that person necessarily making a major contribution to the teaching, research, scholarship or creative work programmes.

## 9 General conditions and privileges of honorary titles

- (1) Honorary title-holders will not receive remuneration for the activities associated with the award of their title, except where: (a) the payment is for activities that are temporarily in excess of the normal expectations of a title-holder (e.g. where the title-holder has agreed to perform additional teaching because of an unexpected staff shortage or a special project), providing the proposed remuneration has been approved by the Council; or (b) the individual is a Visiting Professor or Professorial Fellow and has agreed to undertake the full range of duties associated with a professorial role within the University.
- (2) All honorary title-holders are entitled to common facilities available for academic staff of the University such as an office space, access to the University library; access to laboratories and research facilities, official email account; and access the University's intranet.
- (3) Except for Professors Emerita or Emeritus, honorary titles and any accompanying privileges may be revoked if the relevant delegate considers that:
  - (a) the title-holder is no longer contributing sufficiently or appropriately to the direction and performance of the faculty;
  - (b) the title-holder has breached a relevant University policy or the Code of Conduct.

## 10 Honorary Degrees/ Honoris causa

- (1) Any degree of the University may be awarded as an honorary award except the Doctor of Philosophy.
- (2) Honorary degrees may be awarded on the basis of one or more of the following criteria:
  - (a) academic eminence;
  - (b) distinguished creative achievement;
  - (c) a person who has made outstanding innovative and landmark contributions to knowledge or other creative or intellectual activity in a sustained way (or of such vital and critical importance to the subject area in question) and who is recognized as such by most of his or her contemporaries judged fundamentally by publications or similar contributions; or
  - (d) A person who has a long and distinguished contribution to the institution, development and maintenance of a field of knowledge or other creative or intellectual activity in a supportive or ancillary capacity but whose contribution has also been marked by a visible level of intellectual or creative capacity.



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- (3) An honorary Doctorate will normally be conferred where a person has made a particular and sustained contribution well beyond the normal expectations of their position and which has had a major and positive impact on the wider community, the nation or the world.
- (4) An honorary Doctorate of Letters will normally be conferred on a person whose achievement is related to cultural, social or humanitarian contribution.
- (5) An honorary Doctorate of Science will normally be conferred on a person whose achievement is related to the creation or application of scientific knowledge or professional contribution in the fields of science and technology.
- (6) An honorary Doctorate may be awarded for academic eminence but consideration should firstly be given to recognition under the Doctor of Letters and Doctor of Science Degrees or the conferring of the title of Emeritus Professor.
- (7) An existing award of the University may be conferred on an honorary basis having regard to the nature of the achievement and the appropriateness of the award to the circumstances.
- (8) Honorary titles and awards will not, other than in exceptional circumstances, be conferred on: (a) current elected representatives in local, provincial council or parliament; (b) current staff, students or members of University committees or to persons being remunerated by the University, unless otherwise specified; (c) persons who are deceased; or (d) persons who are unable to attend the nominated ceremony to receive the honour.
- (9) Those who are conferred an honorary title or award are expected to advance the University's reputation and standing in the community.
- (10) On the recommendation of the Senate, only the Council can confer an honorary title or award or making an appointment may determine other criteria it considers appropriate in the circumstances.
- (11) An honorary title cannot be conferred or approved as an alternative to the normal competitive recruitment and appointment, or academic promotion processes the University undertakes for employing academic or research staff except as provided by this policy.
- (12) The Vice Chancellor will each year call for nominations for awards of honorary degrees.
- (13) Nominations should:
  - (a) be forwarded to the Secretary to Senate by the date indicated in the call for nominations;
  - (b) where relevant, specify the honorary degree proposed;
  - (c) specify the basis for the nomination, consistently with the appropriate criteria specified in clauses 10 (2).
  - (d) provide sufficient information to identify the person and the case for the award;
  - (e) include statements in support of the nominee's standing and achievements.
- (14) Usually proposals for Honorary Degrees should be considered in the first instance by an Honorary Degrees Committee comprising nominees of the Senate and the Council. A consensus should be reached at informal discussions before formal discussions take place at Faculty, Senate and Council level in order to avoid possible embarrassment to the prospective recipient and the University in the event that the proposal is not favourably entertained at.



- (15) Nominees for awards must not be consulted before nomination or at any time prior to the person being advised of Senate's decision.
- (16) All nominations, deliberations, investigations and recommendations relating to a nomination must be treated as strictly confidential.
- (17) The same criteria and principles mentioned above should be applicable to non-Sri Lankans, and their credentials should be carefully examined, as institutions here may not always be cognizant with the rules and regulations and standards that are applied in the award of degrees, use of title, nature of appointments, affiliations etc. in other countries.
- (18) University must follow the guidelines issued by the UGC (UGC Circular No 908).

## 11 Community Awards

An individual or organisation external to the University is eligible for a Community Award where they have made substantial contributions to improving the quality of life of people of the Wayamba Province or the Country.

## 12 Rescissions and replacements

Not applicable

## NOTES

Honorary Titles & Awards Policy 2018

Date adopted: 28.06.2018

Date commenced: 01.10.2018

Administrator: Vice Chancellor

Review date: 30.09.2023

Rescinded documents: Not applicable

Related documents: UGC Circular 960

UGC Circular 908

## AMENDMENT HISTORY

Provision	Amendment	Commencing
	Not applicable	