

Nelson Marlborough Institute of Technology Ltd

2021 Academic Statute

Te Ture Akoranga

Section 5: Special Honour and Recognition Awards

Section	Academic Statute		
Approval Date	16.02.2021	Approved by	NMIT Board
Next Review	15.06.2021	Responsibility	Chief Executive
This Review	11.11.2020	Key Evaluation Question	6

The **NMIT Academic Statute** applies to all NMIT courses and programmes whether delivered at NMIT, fully online or in conjunction with another provider.

The Academic Statute, including all **NMIT policies** listed in this Statute, is available from the [NMIT website](#).

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5.01 SPECIAL HONOUR AND RECOGNITION AWARDS

The NMIT Board may grant a special honour or recognition award equivalent to the highest qualification that it currently has the power to award. Special honour and recognition awards are listed below.

AWARD	APPROVING AUTHORITY
Honorary Fellow	NMIT Board on the recommendation of the Chief Executive
Honorary Degree	NMIT Board on the recommendation of the Academic Committee (Nominations)
Institutional Medal	NMIT Board on the recommendation of the Chief Executive
Privileges granted to retired staff or others	Chief Executive
Staff Merit Award	Chief Executive

5.02 HONORARY FELLOW

The category of Honorary Fellow is reserved for the highest prestigious awards.

This award is normally made to persons external to the organisation.

The criteria for the award will be:

- as a mark of esteem; and/or
- an outstanding and distinguished achievement; and/or
- an outstanding and distinguished contribution to the organisation; and/or
- an outstanding and distinguished contribution in a particular field to the wider community of which the organisation is a part; and/or
- an outstanding and distinguished contribution to society in general, relevant to NMIT.

This award will be made by the NMIT Board on the recommendation of the Chief Executive.

5.03 HONORARY DEGREE

The criteria for the award will be:

- as a mark of esteem; and/or
- an outstanding and distinguished academic achievement; and/or
- an outstanding and distinguished contribution to the organisation; and/or
- an outstanding and distinguished contribution in a particular field to the wider community of which the organisation is a part; and/or
- an outstanding and distinguished relevant contribution to society in general, relevant to NMIT.

Nominations for an Honorary Degree may also be accepted for persons whose distinction and achievement, though not fitting the categories listed above, manifest outstanding personal qualities that the NMIT Board may wish to recognise and whose acceptance of an honorary degree would bring acclaim to the organisation.

Normally, current employees of the organisation do not qualify for an Honorary Degree.

Normally, persons currently holding political office are not eligible for consideration for an Honorary Degree.

Persons engaged in a material commercial relationship with the organisation are not eligible for consideration for an Honorary Degree.

Nominees shall not be current members of the NMIT Board of the organisation.

Honorary Degrees will be conferred at the December graduation ceremonies or upon such other occasions as the NMIT Board may decide.

Recipients of Honorary Degrees are expected to attend the appropriate graduation ceremony and may be called upon to make a short address.

Honorary degrees are awarded by the NMIT Board on the recommendation of the Academic Committee (Nominations).

5.04 INSTITUTIONAL MEDAL

An Institutional Medal may be awarded to staff or persons external to the organisation for particularly meritorious service.

This award will be made by the NMIT Board on the recommendation of the Chief Executive.

5.05 PRIVILEGES GRANTED TO RETIRED STAFF AND OTHERS

Special privileges may be granted to retired staff or other persons by the Chief Executive on such terms and conditions as the Chief Executive may decide.

Such privileges may include access to institutional facilities on a prescribed basis.

5.06 STAFF MERIT AWARD

A Staff Merit Award may be made by the Chief Executive under such terms and conditions as the Chief Executive may decide.

5.07 PROCESSES FOR APPROVAL OF SPECIAL HONOUR AND RECOGNITION AWARDS

PROCESS FOR APPROVAL OF HONORARY DEGREES

A notice will be placed in the appropriate internal media inviting staff, students, and members of the NMIT Board to submit nominations.

Nominations must be submitted in writing to the Chief Executive.

The nomination document should include the reasons why, in the opinion of the nominator(s), such an honour should be conferred; reasons why this organisation, in particular, should award an Honorary Degree to this candidate; achievements following the criteria as outlined in this policy; names of the nominator(s) and date of submission.

The Chair of the Academic Committee (Nominations) shall acknowledge, in writing, the receipt of each nomination of a candidate for an Honorary Degree.

The Academic Committee (Nominations) reserves the right to request further information.

The deliberations of the Academic Committee (Nominations) shall take place in strictest confidence with recommendations going forward to the full Academic Committee and ultimately to the NMIT Board on the confidential agenda of the relevant meetings of these bodies.

The Academic Committee (Nominations) shall consult with the relevant Director/Manager if the proposed candidate is recommended on the basis of distinction in an academic or professional area represented at the organisation.

When the Academic Committee (Nominations) recommends a candidate for an Honorary Degree to the Academic Committee and ultimately to the NMIT Board, it shall provide (as part of the recommendation) a written summary of the rationale and supporting documentation (and written statements provided by the person(s) who nominated the candidate).

The deliberations of the Academic Committee (Nominations) are strictly confidential and the rationale(s) for decisions of the Committee are not to be shared with the nominating parties verbally or in writing.

The approval for all awards shall be by a majority vote by the NMIT Board.

Once approved, candidates for Honorary Degrees receive a letter under the signatures of the Chair of the NMIT Board and the Chief Executive inviting them to accept an Honorary Degree. Once accepted in writing, the names of honorary graduands are released to the staff of the organisation and to the media.

PROCESS FOR APPROVAL OF HONORARY FELLOWS AND INSTITUTIONAL MEDALS

A notice will be placed in the appropriate internal media inviting staff, students, and members of the NMIT Board to submit nominations.

Nominations must be submitted in writing to the Chief Executive.

The Chief Executive reserves the right to request further information.

The nomination document should include the reasons why, in the opinion of the nominator(s), such an honour should be conferred; reasons why this organisation, in particular, should award an Honorary Fellow or

Institutional Medal to this candidate; achievements following the criteria as outlined in this policy; names of the nominator(s) and date of submission.

The deliberations of the Academic Committee (Nominations) shall take place in strictest confidence with recommendations going to the NMIT Board on the confidential agenda.

The deliberations of the Academic Committee (Nominations) re strictly confidential and the rationale(s) for decisions of the Committee are not to be shared with the nominating parties orally or in writing.

The approval for all awards shall be by a majority vote by the NMIT Board.

Once approved, candidates for awards receive a letter under the signatures of the Chair of the NMIT Board and the Chief Executive inviting them to accept the award. Once accepted in writing, the names are released to the staff of the organisation and to the media.

PROCESS FOR APPROVAL OF PRIVILEGES AND STAFF MERIT AWARDS

Nominations must be submitted in writing to the Chief Executive.

The nomination document should include the reasons why, in the opinion of the nominator(s), such an award should be conferred.

The Chief Executive reserves the right to request further information.