

**CANADORE COLLEGE**  
**CORPORATE POLICY MANUAL**

**TITLE:** Honourary Diplomas Policy

**EFFECTIVE DATE:** April 21, 2009

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**1. SCOPE**

**1.1 Authority**

This policy is issued under the authority of the Board of Governors.

**1.2 Application**

All Honourary Diplomas granted by Canadore College.

**2. PURPOSE AND PRINCIPLES**

**2.1 Principles**

To recognize outstanding individuals who have demonstrated exceptional leadership in their professional or community endeavours with the granting of an honorary diploma at one of the Canadore College annual convocation ceremonies.

**2.2 Purpose**

Canadore College will grant honorary diplomas to individuals who have demonstrated at least one of the following:

- outstanding community service,
- recognized leadership in their profession,
- a record of humanitarian work,
- excellence in creative arts, or
- extensive public service.

**3. POLICY**

**3.1 Selection Committee**

A committee consisting of two members of each constituent group (administration, support, faculty and students) will oversee the selection process. A member of Executive Team will be a permanent member of this committee. This committee will review policy and procedures for selection every three years or as needed and make recommendations to the President's Office in order to maintain a current and meaningful recognition process.

The selection committee will prepare an annual report at the conclusion of the recognition of excellence process. This report will go to the President's Office and be available to the following year's recognition of excellence committee.

### **3.2 Selection Process**

The selection committee will make recommendations to the President for the granting of honorary diplomas. The honorary diplomas will be granted at one of the annual convocation ceremonies.

### **3.3 Criteria for Selection**

Honorary diplomas will be granted based on outstanding community or public service, humanitarian work, professional or creative excellence.

### **3.4 Board Granting of an Award**

In addition to the above-noted process, the Canadore College Board of Governors may, from time to time, confer through resolution an honorary diploma to an individual that it deems worthy and that meets the criteria for selection.

## **4. ROLES AND RESPONSIBILITIES**

### **4.1 Board of Governors**

The Board of Governors is responsible for the initial approval of the policy and subsequent substantive amendments.

### **4.2 President**

The President has the authority to approve amendments to this framework except where an amendment would represent a change in the underlying philosophy and principles of the policy.

## **5. EVALUATION**

The Policy will be reviewed and evaluated every three years.