

UNSW Honorary Degrees Committee Membership and Terms of Reference

Authorised by UNSW Council 15 AUGUST 2022

A. Current Membership as at 15 August 2022

Name	Role	Term
Mr David Gonski, AC Presiding Member	Chancellor (ex officio)	N/A
Professor Attila Brungs	Vice-Chancellor and President (ex officio)	N/A
Professor David Cohen	<i>President, Academic Board (ex officio)</i>	N/A
Mr Warwick Negus	<i>Deputy Chancellor</i>	to 30 June 2022
Ms Maxine Brenner	<i>Council Member</i>	to 30 June 2023
Ms Raji Ambikairajah	<i>Council Member</i>	to 30 June 2022
Professor Anna Munster	<i>Academic Board nominee</i>	to 31 December 2023
Emeritus Professor Richard Henry AM	<i>Academic Board nominee</i>	to 31 December 2022

B. Terms of Reference

1. Composition – Total: 8

- Chancellor
- President and Vice-Chancellor
- President, Academic Board
- Three other members of Council
- Two persons nominated by the Academic Board

2. Presiding Member

The Chancellor is the Presiding Member.

3. In attendance

The Committee may, with the consent of the Presiding Member, invite any person or persons to attend all or part of its meetings to assist the Committee in its work.

4. Reporting to Council

The recommendations of each meeting will be referred to Council.

5. Schedule of Meetings

Two regular meetings per annum will be scheduled to report to the following Council meeting, and additional meetings as required with the consent of the Presiding Member.

6. Quorum

Quorum for the Honorary Degrees Committee is four and must include at least one person from the category of 'Three other members of Council'.

7. Terms of Reference

- a) To recommend to Council the award of honorary degrees in accordance with the UNSW By-law 2005 and the [Honorary Degree and Honorary Fellowship Procedure](#).
- b) To recommend to Council the revocation of honorary degree or honorary fellowship in accordance with the [Honorary Degree and Honorary Fellowship Procedure](#).
- c) To review and advise on proposals from the faculties for the award of honorary degrees when requested to do so by the President of the Academic Board.
- d) To recommend to Council candidates for honorary fellowships in accordance with the [Honorary Degree and Honorary Fellowship Procedure](#).
- e) To review and make recommendations to Council on increasing equity, diversity and inclusion in Honorary Degree conferrals.
- f) To review the [Honorary Degree and Honorary Fellowship Procedure](#) periodically and make recommendations to Council for its amendment.
- g) To review and advise on any matters raised by the President and Vice-Chancellor.
- h) To review and advise on any matters raised by Council.
- i) To exercise such powers as Council may delegate.

8. Resolutions without meetings of the Committee (Flying Minutes) - *Approved by UNSW Council (CL05/94)*

- a) Subject to this clause, if a majority of the members for the time being of the Committee sign and return to the Presiding Member a document circulated by or on behalf of the Presiding Member containing a statement that those members are in favour of a resolution in terms set out in the document, a resolution in those terms shall be deemed to be the decision of the Committee, but only if:
 - i. the document, signed by the majority of members, is received by the Presiding Member no later than the deadline for response stipulated in the circulated document; and
 - ii. no two or more members notify the Presiding Member in writing, before that deadline, that the members wish to have the proposed resolution listed for discussion at the next meeting of the Committee.

A resolution made by the procedure stated in this clause shall be deemed to be the decision of the Committee, effective from the day on which the document is signed or, if the members do not sign it on the same day, on the day on which the last member of the requisite majority to sign the document does so.

- b) If a decision of the Committee is made by a resolution without meeting under clause [1], the Presiding Member shall cause a copy of the terms of the resolution to be promptly notified to all



members and the resolution shall appear in the agenda for the next meeting of the Committee for the purpose of forming a record in the minutes of that meeting.

c) For the purposes of clause [a]:

- i. two or more separate documents containing a statement in identical terms, each of which is signed by one or more members, shall be taken to constitute one document;
- ii. 'sign', in relation to a document, means apply, affix or cause to be applied or affixed a member's signature or facsimile thereof; and
- iii. 'return to/notify the Presiding Member' means send to the Presiding Member or the person nominated by the Presiding Member by post, facsimile or email.

9. Review

The Honorary Degrees Committee will review its Terms of Reference at least every two years to keep it up to date and consistent with its authority, objectives and responsibilities.

Amendments to the Honorary Degrees Committee Terms of Reference are to be approved by Council.

