
Honorary Awards

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Department Responsible:	Tributes Committee
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Policy Statement

The British Columbia Institute of Technology (the “Institute”) grants honorary awards to recognize persons who are distinguished by their significant contributions and accomplishments and whose excellence will reflect positively on the Institute.

Purpose of Policy

The purpose of this policy is to:

- Describe the honorary awards that may be granted by BCIT
- Identify the eligibility criteria
- Clarify the roles and duties of BCIT employees and volunteers responsible for the award granting process

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Application of this Policy

This policy applies to the Board of Governors, the Tributes Committee and all members of the BCIT community involved in the awards-granting process.

Related Documents and Legislation

BC College and Institute Act
Policy 1504, Standards of Conduct and Conflict of Interest

Awards

BCIT grants two categories of honorary awards to individuals. The Institute's authority to grant honorary doctorates is designated by the BC Ministry of Advanced Education and involves the conferring of a degree credential. The Distinguished Alumni, Service and Outstanding Student Leader Awards are recognition awards that do not include credentials.

Honorary degrees

BCIT confers honorary degrees to individuals who are widely recognized for outstanding and sustained achievements in their areas of expertise. Honorary degrees may also be awarded for meritorious service to education or the Institute, where this service has brought distinction and honour to the Institute.

These individuals may have excelled in one or more of the following fields:

- Applied and natural sciences
- Business and media
- Applied research
- Computing and information technology
- Engineering
- Entrepreneurship
- Health sciences
- Trades and apprenticeship
- Environmental stewardship

BCIT confers the following honorary degrees:

Honorary Doctor of Technology is conferred in recognition of achievement in areas related to applied science, technology, engineering, trades, business and entrepreneurship.

Honorary Doctor of Laws is conferred in recognition of achievement in areas such as public service, politics, community service and environmental stewardship.

Honorary Doctor of Letters is conferred for scholarly achievement in areas such as science, health, engineering and technology.

Honorary Doctorate degrees are not normally awarded to politicians while still in office or to faculty and staff while still active at BCIT.

Distinguished Alumni Award

The Distinguished Alumni Award is granted to recognize members of the Alumni Association who are distinguished in the community or industry, and have shown outstanding leadership and commitment in their field and to BCIT in one or more of the following areas:

- Applied research
- Entrepreneurial innovation
- Excellence in applying technology or technical skills
- Professional leadership
- Public service
- Service to the community
- Significant contributions to chosen profession

Outstanding Student Leadership Award

The Student Leadership Award is granted to graduating students who have demonstrated academic achievement and outstanding leadership skills through their contributions to the BCIT and/or wider community during their time at BCIT.

Distinguished Service Award

The Distinguished Service Award is granted to recognize outstanding and sustained service to the Institute and/or the educational community that the Institute serves. The recipients are distinguished by one or more of the following:

- Significant contributions to the Institute over many years of service
- Outstanding accomplishments that have benefitted the Institute and/or the community
- Important contributions to the Institute's mandate, mission, and strategic goals

Except in unusual circumstances, the service award would not be given to current BCIT employees, Board members, Tributes Committee members or Advisory Committee members until these individuals have retired or have ceased to be actively involved with BCIT, at which time their total contribution to the Institute can be better evaluated.

Nominations

Nominations are invited from BCIT staff, Tributes Committee members, students, advisory committee members, alumni, retirees, friends of BCIT and the Board of Governors. The Tributes Committee will review candidates in the most appropriate category for the candidate.

Individuals nominated would be distinguished by a legacy of respect and understanding toward others and by their ability to work effectively with diverse groups of people.

The Tributes Committee welcomes candidates from outside British Columbia.

Rescinding Awards

The BCIT Board of Governors, on recommendation from the Tributes Committee and the President, may rescind an honorary award conferred from BCIT, if the conduct of the recipient is such that to continue recognizing the recipient for the award could reasonably cause harm to the reputation and public image of the Institute. Such conduct could occur either subsequent to the award being conferred or prior to the award being conferred if BCIT was unaware of the conduct at the time the decision to present the award was made.

Tributes Committee

The role of the Tributes Committee is to lead the granting of honorary awards by BCIT.

Composition

The Tributes Committee will comprise:

- The Chair, who is appointed by the Board of Governors and is a member of the Board of Governors
- One member of the Board of Governors who must be an external member (non-BCIT employee)
- One representative from the President's Office appointed by the President
- One member appointed by the Alumni Association
- One member appointed by the Student Association
- One member appointed by the BCGEU
- One member appointed by BCGEU Vocational
- One member appointed by the Faculty and Staff Association
- One member appointed from excluded staff

Term of Appointment

The term of appointment will normally be two years from the start of the academic year. Members may be reappointed for additional terms in order to provide continuity.

Meetings

The Tributes Committee may meet three weeks prior to every Board meeting, but must meet at least once quarterly.

A meeting of the Tributes Committee members may be held by means of a conference telephone call or other means by which all the Tributes Committee members agree to participate in that manner and those participating can hear each other. A person participating in a meeting in such a manner shall be deemed to be present at the meeting.

Committee Quorum

A quorum consists of a majority of the committee. A quorum must be present to make decisions on nominations.

Committee Approval Process

A simple majority of the Committee members present is required for a vote to approve nominations for recommendation to the Board. The Chair casts the deciding vote in the event of a tie.

Confidentiality

The deliberations of the Tributes Committee are confidential.

Duties and Responsibilities**The Committee**

The Committee meets regularly throughout the year and is responsible for:

- Developing eligibility criteria and selection procedures for approval by the Board of Governors
- Recommending modifications to criteria, qualifications for awards, and procedures as needed
- Making recommendations on other matters concerning forms of recognition, which have been referred to the Committee
- Publishing eligibility criteria
- Inviting nominations from the BCIT community
- Considering other eligible candidates for recognition, and initiating the nomination
- Based on full consideration of all information, deliberating and evaluating the nominees or candidates
- Selecting and recommending final candidates for Board approval
- Upon Board approval, seeking candidates' acceptance to recognition in writing
- Reviewing the conduct of recipients, and if necessary, recommending rescission of an award for Board approval.

Procedures Associated With This Policy

5501-PR1, Honorary Awards

Forms Associated With This Policy

Refer to Procedure 5501-PR1, Honorary Awards.

Amendment History

1. Created	1991 Mar 26
2. Revision 1	1997 Mar 25
3. Revision 2	2001 Jun 19
4. Revision 3	2002 Nov 19
5. Revision 4	2004 Mar 09
6. Revision 5	2004 Jul 08
7. Revision 6	2010 Feb 09
8. Revision 7	2015 Dec 01

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