



HONORARY AWARDS COMMITTEE PROCEDURE

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1 Introduction/Background

1. The University of Wollongong recognises outstanding achievement and exceptional service to the University and its communities in the granting of honorary awards.
2. The Honorary Awards Committee of University Council receives nominations for Honorary Doctorates, Emeritus Professorships, University Fellowships, Community Fellowship Awards and UOW Alumni Awards, and may propose candidates to be nominated for awards within the Australian Honours system.
3. The Honorary Awards Committee assesses all nominations in accordance with the criteria and procedures set out in this document.

2 Scope/Purpose

1. The Honorary Awards Committee considers nominations and makes recommendations to University Council for approval on the awarding of Honorary Doctorates, University Fellowships, Emeritus Professorships and Community Fellowship Awards.
2. The Honorary Awards Committee considers nominations and approves UOW Alumni Awards.
3. The Honorary Awards Committee may propose candidates for nomination for awards within the Australian Honours system.
4. Nominations for the award of a UOW Honorary Doctorate or a University Fellowship are reviewed and assessed against the criteria by the Honorary Awards Committee. Nominees deemed worthy of an Honorary Award are recommended to Council for approval.
5. Nominations for the award of an Emeritus Professorship are reviewed and assessed against the criteria by the Vice-Chancellor's Advisory Group (VCAG). Nominees deemed worthy of the award of an Emeritus Professorship are recommended to the Honorary Awards Committee. The Honorary Awards Committee endorses nominations and submits to Council for approval.
6. Nominations for the award of a Community Fellowship Award are reviewed by the Honorary Awards Committee and assessed against the criteria. An organisation deemed worthy of the award of a UOW Community Fellowship Award is recommended to Council for approval.
7. Nominations for UOW Alumni Awards are reviewed and assessed by the Alumni Awards Short-listing Committee. Finalist nominations are submitted to the Honorary Awards Committee for review and selection of winners and finalists. The Committee approves the UOW Alumni Awards and forwards details of the successful nominees to Council for noting.
8. The Honorary Awards Committee does not approve or recommend candidates for University of Wollongong awards not specified in this document (e.g. Vice-Chancellor's Awards, Workplace Health and Safety Awards, Emeritus Fellowships).
9. UOW Honorary Awards (Honorary Degrees, Emeritus Professorships and University Fellowships) may be approved and conferred posthumously at the discretion of the University Council.
10. Generally, the Honorary Awards Committee will only recommend to Council the conferral of an Honorary Award if the nominee is alive at the time the nomination is being considered by the Committee and recommended to Council. If the nominee passes away after an Honorary Award has been approved by Council, the award may be conferred posthumously with a relative (or representative as determined by the Vice-Chancellor) accepting the award on behalf of the deceased.



3 Definitions

Word/Term	Definition (with examples if required)
Australian Honours	Australian Honours are awarded by the Council for the Order of Australia to recognise, celebrate and thank Australian citizens for excellence, achievement or meritorious service. The awards are Medal of the Order of Australia (OAM), Member of the Order of Australia (AM), Officer of the Order of Australia (AO) and Companion of the Order of Australia (AC).
Community Fellowship Award	An Honorary Award that recognises the contribution of organisations for their outstanding community leadership in one of more of the University's communities.
Emeritus Professorship	An Honorary Award that recognises retiring and (in exceptional circumstances) resigning Professors who have given outstanding service to the University and made outstanding contribution to their field or discipline.
Honorary Doctorate	An Honorary Award that recognises outstanding service to the University, outstanding scholarship, significant services at the national or international level and/or current and potential contribution to the University through reputation and engagement activities. Nominees will have demonstrated exceptional service or scholarship over a substantial period of time.
University Fellowship	An Honorary Award that recognises the contribution of individuals who have given exceptional service to the University and, usually, its communities, and/or significant support for the improvement and development of the University and its communities.
UOW Alumni Award	An Honorary Award that recognises outstanding achievements and contributions by alumnus of the University.

4 UOW Honorary Awards

1. UOW Honorary Awards comprise the following categories:
 - a. Honorary Doctorate
 - b. Emeritus Professorship
 - c. University Fellowship
 - d. Community Fellowship
2. Information about the selection criteria, privileges, use of titles and academic dress (if appropriate) for Honorary Doctorates, Emeritus Professorships, University Fellowships and Community Fellowships can be found in the Appendices to this procedure.

5 UOW Alumni Awards

1. UOW Alumni Awards comprise the following categories:
 - a. UOW Alumni Award for Professional Excellence;



- b. Young Alumni Award;
 - c. UOW Alumni Award for Social Impact;
 - d. UOW Alumni Award for Innovation and Entrepreneurship; and
 - e. UOW Alumni Award for Research and Scholarship
2. Information about the selection criteria, nomination process and privileges of UOW Alumni Awards can be found in Appendix 5 to this Procedure.

6 Nomination Process for Honorary Doctorates, Emeritus Professorships, University Fellowships and UOW Alumni Awards

1. Calls for nominations will be issued by the Governance Unit and the Advancement Division. In order to best assist the Honorary Awards Committee, nominators will be asked to support their nomination with various pieces of information about the nominee.
2. Unsuccessful nominations may be carried over for re-consideration at no more than two additional cycles, at the discretion of the Honorary Awards Committee.

Honorary Awards

3. Confidential nominations for Honorary Doctorates, Emeritus Professorships and University Fellowships may be lodged in writing with the Governance Unit.
4. Nominators are encouraged to avoid advising the nominee about the nomination. This is to avoid raising expectations prematurely.
5. Nominations should be made by at least two members of the University community.
6. Self-nominations will not be accepted.
7. Nominations for Honorary Awards will not be considered for:
 - a. Current members of University Council;
 - b. Current members of the political establishment (for example, Members of the NSW parliament, Members of the Federal Parliament, Local Government Councillors or Mayors); or
 - c. Current UOW staff members (other than those about to retire).
8. Visiting and Honorary Academics may be considered for nomination.
9. Nominations for Honorary Doctorates will include:
 - a. A nomination form addressing the selection criteria, including identified ongoing opportunities and future contributions to UOW, and if applicable, indicating the type of Honorary Doctorate recommended;
 - b. Evidence of outstanding service to the University, and/or outstanding scholarship, and/or significant services at the national or international level over a substantial period of time;
 - c. A résumé of the nominee;
 - d. A publications list (where relevant);
 - e. Supporting statements (if appropriate); and



- f. Up-to-date contact details for the nominee.
- 10. Nominations for Emeritus Professorships will include:
 - a. A nomination form addressing the selection criteria;
 - b. Evidence of outstanding service to the University;
 - c. Detailed information on identified ongoing opportunities and future contributions to UOW.
 - d. A list of publications
 - e. Supporting statements (if appropriate);
 - f. A résumé of the nominee (optional); and
 - g. Up-to-date contact details for the nominee.
- 11. Nominations for University Fellowships will include:
 - a. A nomination form addressing the selection criteria;
 - b. Evidence of links to the University and, usually, community service activities;
 - c. Supporting statements (if appropriate);
 - d. A résumé of the nominee (if available); and
 - e. Up-to-date contact details for the nominee.

UOW Alumni Awards

- 12. Confidential nominations for UOW Alumni Awards may be lodged in writing with the Advancement Division.
- 13. Nominations may be made by a University of Wollongong alumna/alumnus, staff member or a member of the public.
- 14. Self-nomination is accepted. However, at least one referee who is not the nominator is required to complete a statement to support the official nomination for the Award.
- 15. Nominations for UOW Alumni Awards will not be considered for;
 - a. Current members of University Council;
 - b. Honorary Awards Committee members;
 - c. Members of the UOW Senior Executive; or
 - d. Advancement Division staff.
- 16. Nominations for UOW Alumni Awards will include:
 - a. A nomination submitted on the approved form;
 - b. A referee report from someone other than the nominator (the template for this referee report is included in the approved nomination form);
 - c. A résumé of the nominee;
 - d. Any other relevant supporting documents (e.g. media articles); and
 - e. Up-to-date contact details for the nominee and the nominator.



7 Approval Process for UOW Honorary Awards

1. The Governance Unit will assess all nominations for UOW Honorary Awards
2. Either the Governance Unit or the Advancement Division will undertake due diligence checking of each nominee's credentials.
3. The Governance Unit will submit nominations for the award of an Emeritus Professorship to the Vice-Chancellor's Advisory Committee (VCAG) for review and assessment against the award criteria. VCAG will recommend to the Honorary Awards Committee nominees deemed suitable for the award of an Emeritus Professorship. The Honorary Awards Committee will endorse nominations and submit them to Council for approval.
4. The Governance Unit will submit nominations for Honorary Awards to the Honorary Awards Committee for consideration at the next suitable meeting.
5. The Honorary Awards Committee will assess the nominations and make a recommendation to University Council in respect of Honorary Awards.
6. University Council will consider and approve candidates for Honorary Awards.

8 Approval Process for UOW Alumni Awards

1. The Advancement Division will receive and assess all nominations for UOW Alumni Awards and undertake due diligence and referee checks for each nominee prior to submitting nominations to the Alumni Awards Shortlisting Committee.
2. A shortlisting committee will be convened (see Appendix 5 for committee membership) to review and assess nominations against the criteria for Alumni Awards.
3. Shortlisted nominations will be presented to the Honorary Awards Committee for selection of one winner and up to two finalists in each Alumni Award category.
4. The Honorary Awards Committee approves Alumni Award winners and finalists, and advises University Council of the outcomes.

9 Rescission of Honorary Awards

1. The University reserves the right to rescind an Honorary Award in exceptional circumstances where:
 - a. the accuracy or completeness of the information which was the basis for the honorary award is, based on a reasonable assessment, considered to be materially deficient; and/or
 - b. a recipient of an honorary award is convicted of a serious criminal offence (e.g. a sentence of at least three months incarceration).
2. To safeguard the integrity of the University's Honorary Awards, the following principals underpin the honorary award rescission process:
 - a. Any review can only be considered on receipt of substantial new verifiable information;
 - b. The situation and values of the time of award conferment remain relevant considerations; and
 - c. An honorary award cannot be rescinded posthumously.



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3. A case for review will be submitted to the Vice-Chancellor via the Governance Unit for preliminary assessment and endorsement for review. In proposing a case for review, the submission is required to provide substantial grounds for review.
4. In respect of Emeritus Professorships, the Vice-Chancellor may determine that the case should be considered through other investigation mechanisms in accordance with University policy.
5. Following preliminary assessment by the Vice-Chancellor resulting in endorsement for review, the Governance Unit will convene an Honorary Award Review Group comprised of the:
 - a. Chief Operating Officer (Chair);
 - b. Deputy Vice-Chancellor (Education) (or their nominee);
 - c. an Executive Dean (or their nominee) appointed by the Chair; and
 - d. Director of Governance and Legal Division.
- 5.2. The Honorary Award Review Group will evaluate the evidence and conduct due diligence regarding the information presented within the case, seeking advice where necessary from other members of the University and externally.
6. As part of the Review process the Honorary Award holder will be advised of the review and invited to make comment on the reasons for proposed rescission of the Honorary Award.
7. The Review Group will then make a recommendation to the Vice-Chancellor to either uphold the Honorary Award or refer the case to the Honorary Awards Committee to be considered as a confidential item. The case will include any comments/statements made by the Award holder.
8. The Honorary Awards Committee shall consider the evidence provided and determine a recommendation for Council to either uphold or rescind the Honorary Award.
9. A confidential item will then be presented to University Council with a final recommendation from the Honorary Awards Committee. The University Council has the final decision to uphold or rescind the Honorary Award.
10. Where the Council determines that the Honorary Award will be rescinded, the Award holder will be advised of the Council decision, and will be required to return to the University the certificate and/or other documents awarded in respect of the Award, including those related to recipient privileges, and cease reference to the holding of the Award.
11. Where a person declines to return to the University the relevant documentation, or continues to make reference to holding the Honorary Award, the University may publish on the University website and in such other mediums as may be appropriate a notice that the Honorary Award has been rescinded.

10 Australian Honours Awards

1. The Honorary Awards Committee will be given the opportunity to propose candidates to be nominated for awards within the Australian Honours system.
2. In the event that a candidate is suggested by a member of the University community, the Vice-Chancellor will be consulted in the first instance.
3. Nominations proposed by the Honorary Awards Committee for awards within the Australian Honours system may be drafted by the Honorary Awards Committee Executive Officer.



4. Nominations proposed by the Honorary Awards Committee and submitted by the University will be supported by:
 - a. the Chancellor, Vice-Chancellor or a member of the Senior Executive as nominator;
5. and may be supported by
 - a. the Chancellor, Vice-Chancellor or a member of the Senior Executive as referee/s.
6. The Honorary Awards Committee will be kept informed of the progress of nominations submitted to the Australian Honours Secretariat.

11 Roles & Responsibilities

1. The Governance Unit is responsible for:
 - a. Issuing calls for nominations and liaising with potential nominators about the Honorary Awards process;
 - b. Providing Executive Officer support for the Honorary Awards Committee;
 - c. Transmitting the relevant Honorary Awards Committee recommendations to University Council;
 - d. Liaising with successful Honorary Award nominees to ascertain whether they will accept their awards. *The terms of acceptance and the capacity of Council to rescind awards and vary policy should be understood by the recipient at the time of the offer of the award;*
 - e. In the case of Honorary Doctorate nominations, initial consideration to determine the most appropriate doctorate award for the nominee;
 - f. Determination, in consultation with the VC, of the award recipient's suitability to act as guest speaker at Graduation;
 - g. Liaising with Honorary Doctorate, University Fellowship and Emeritus Professorship recipients leading up to and at the relevant conferral ceremony; and
 - h. Ongoing administrative arrangements regarding Honorary Award privileges..
2. The Advancement Division is responsible for:
 - a. Issuing calls for nominations and liaising with nominators about the UOW Alumni Awards process;
 - b. Conducting due diligence and referee checks for UOW Alumni Awards nominees;
 - c. Maintaining the database containing confidential information about potential nominees and Honorary Awards recipients;
 - d. Providing Executive Officer support for the UOW Alumni Awards Shortlisting Committee;
 - e. Liaising with UOW Alumni Award recipients leading up to and at the relevant award ceremony; and
 - f. Ongoing advancement and relationship management activities between the University and Honorary Award and UOW Alumni Award recipients.
3. Together, the Governance Unit and the Advancement Division will be responsible for:



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- a. Consulting with the Senior Executive and key UOW academic and professional services staff to prepare a list of potential Honorary Award nominees;
- b. Conducting due diligence checking of potential Honorary Award nominees before they are submitted to the Honorary Awards Committee; and
- c. Arranging for nominations to be drafted and submitted to the Honorary Awards Committee.



12 Version Control and Change History

Version Control	Date Effective	Approved By	Amendment
1	8 Feb 2013	University Council	Created to replace the former Ceremonial & Honorary Awards Committee Guidelines.
2	7 May 2013	Vice-Chancellor	Minor amendments to refine the nomination process for UOW Alumni Awards.
3	January 2014	Acting Senior Manager, Governance Unit	Major revision following structural change within UOW; change Emeritus Fellow to University Fellow; remove references to awards not considered by this Committee (Emeritus Fellowships, VC's Awards, WHS Awards); formatting changes.
4	20 June 2014	University Council	Inclusion of Community Fellowship Award and nomenclature changes.
5	20 August 2014	Vice-Chancellor	Minor amendment to the use of title by Honorary Doctorate recipients and change of responsible Division.
6	17 October 2014	University Council	Minor amendment to the Emeritus Professor eligibility criteria.
7	6 February 2015	University Council	Amendment to the Alumni Awards ('Outstanding Alumni' split into two categories: Professional Excellence and Research Innovation, and renaming of 'Community Service Alumni' to 'Alumni Award for Social Impact').
8	19 June 2015	University Council	'GLD-GOV-PRO-005' replaced with 'UOW_PRO_98' Inclusion of Appendix 5, detailing Alumni Award conditions of nomination and references to the Alumni Awards shortlisting sub-committee. Amendments to sections 6 and 9 of the Procedure to exclude nominations being submitted for particular groups (such as members of the Honorary Awards Committee and current members of the political establishment).



9	7 October 2016	University Council	<p>Inclusion of sections 2.4 and 2.5 regarding posthumous awards.</p> <p>Minor amendments to replace 'letter' with nomination form.</p> <p>Other minor grammatical amendments.</p>
10	4 May 2017	Chief Administrative Officer	<p>Consequential amendment re: amended Alumni Awards Guidelines allowing Alumni to self-nominate for Alumni Awards.</p>
11	7 June 2018	Chief Administrative Officer	<p>Amendments to clarify approval processes and definitions, extension of criteria scope for Honorary Doctorates, and consequential amendments following revisions to Alumni Awards Guidelines.</p>
12	29 May 2019	Chief Administrative Officer	<p>Amendments to clarify nomination of candidates for awards within the Australian Honours system. Inclusion of section on approval processes for UOW Alumni Awards. In Appendix 1: Addition of Honorary Award recipient use of post nominal letters and removal of references to lesser degrees; clarification of higher doctoral honorary award degrees considered by the Committee.</p> <p>Amendments to Appendix 4 including timing of award of Community Fellowship Awards.</p> <p>Amendments to Appendix 5 to reflect additional Alumni Awards Shortlisting Committee members, as approved by the Vice-Chancellor.</p>
13	26 March 2021	Chief Operating Officer	<p>Addition of new Section "Rescission of Honorary Awards".</p>



Appendix 1: Honorary Doctorate

The University of Wollongong By-law 2005 states that any degree may be conferred *honoris causa*. The Honorary Awards Committee has determined that Honorary Doctorate nominations will be considered firstly for the higher doctoral degrees of Laws, Letters and Science.

Criteria

1. The criteria for the award of Honorary Degrees provide for:
 - a. outstanding services to the University; and/or
 - b. outstanding scholarship; and/or
 - c. significant services at the national or international level over a substantial period of time, and/or
 - d. current and potential contribution to the University through reputation and engagement activities.
2. University Council may award an Honorary Doctorate to a person on the recommendation of the Honorary Awards Committee.

Privileges

3. A recipient of an honorary doctorate of the University will be:
 - a. awarded the honorary doctorate at a Graduation Ceremony of the University;
 - b. accorded “graduate” status including membership of the University’s alumni network and eligibility to nominate and vote in elections for graduate members of the University Council;
 - c. eligible for membership of the University Library and entitled to a University email account;
 - d. accorded special guest status at official functions of the University; and
 - e. eligible to wear the academic dress of an Honorary Doctor of the University on ceremonial occasions.

Use of Title

4. The recipients of honorary doctorates are not permitted, under the Australian Qualifications Framework (Second Edition, January 2013), to use the title ‘Doctor’.
5. Recipients of honorary doctorates are permitted to use the post nominal relevant to their award, e.g. Hon DSc, Hon LLD, Hon DLitt.

Academic Dress

6. University Council has determined the following academic dress for UOW doctorates:
 - a. Doctor of Science:
 - i. a gown of red faced with blue;
 - ii. a hood cut in the Oxford style of red lined with blue; and
 - iii. a bonnet of black velvet of the Cambridge pattern with a tassel of white or silver.



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- b. Doctor of Letters:
 - i. a gown of red faced with blue;
 - ii. a hood cut in the Oxford style of red lined with blue; and
 - iii. a bonnet of black velvet of the Cambridge pattern with a tassel of gold.
 - c. Doctor of Laws:
 - i. a gown of red faced with blue;
 - ii. a hood cut in the Oxford style of red lined with blue; and
 - iii. a bonnet of black velvet of the Cambridge pattern with a tassel of gold.
7. All other awards will follow the academic dress conventions determined by the University Council
- 8.



Appendix 2: Emeritus Professor

Background

1. The title to be awarded will be University of Wollongong Emeritus Professor.
2. The award of the title will be on the basis of merit as assessed against the criteria (below).
3. Nominations will be reviewed by the Vice-Chancellor's Advisory Group (VCAG) for endorsement by the Group (which includes all Faculty Executive Deans as well as all members of the Senior Executive) prior to being forwarded to the Honorary Awards Committee for final endorsement to Council for approval.
4. The title may be awarded at any time after a Professor has left the University.
5. The University reserves the right not to make an award or to withdraw an award.

Criteria

6. To be eligible for the award, a nominee will have:
 - a. Retired from the University or, in exceptional circumstances, resigned from the University (for example, to pursue a career in industry/government or to pursue an academic management position, such as Vice-Chancellor or Deputy Vice-Chancellor, at another University);
 - b. Held a position as Professor at the University for a minimum of five years; and
 - c. Made an outstanding contribution to their field or discipline and consistently demonstrated values that align with the University's vision.
7. The entire career of the nominee will be considered, although special attention will be placed on performance at and contributions to the University of Wollongong, together with opportunities to make future contributions to the University.

Privileges

1. An Emeritus Professor of the University will be:
 - a. Presented with the title "Emeritus Professor" at a Graduation Ceremony of the University;
 - b. Accorded "graduate" status including membership of the University's alumni network and eligibility to nominate and vote in elections for graduate members of the University Council;
 - c. Eligible for membership of the University Library and entitled to a University email account; and
 - d. Accorded special guest status at official functions of the University.

Use of Title

2. Emeritus Professors are permitted to use the title outside the University. The award's honorary status should be acknowledged where appropriate, for example: Emeritus Professor Joan Smith.



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Academic Dress

3. Not Applicable. Emeritus Professors should wear the academic dress of their highest degree.



Appendix 3: University Fellow

Criteria

1. A Fellowship is the University's peak award for service to the University and/or its communities.
2. The award of University Fellowship has been established to allow the University to recognise in a public way the contribution of persons to the University and, usually, its communities. In some instances, the contribution of an organisation may be acknowledged by the recognition of its chair, president or secretary.
3. The contribution may take the form of:
 - a. Exceptional service to the University and, usually, its communities.
 - b. Significant support for the improvement or development of the University or its communities.
 - c. Activities deemed by University Council, on the recommendation of the Honorary Awards Committee, to be significant in the development or promotion of the University and, usually, its communities.
4. A nominee's current and potential contribution to UOW, particularly in supporting engagement with local communities can also be taken into consideration by the Committee when making a recommendation for the award of a University Fellowship.
5. University Council may award a University Fellowship to a person on the recommendation of the Honorary Awards Committee.

Privileges

6. A Fellow of the University will be:
 - a. admitted to the Fellowship at a formal ceremony at the University;
 - b. accorded "graduate" status including membership of the University's alumni network and eligibility to nominate and vote in elections for graduate members of the University Council;
 - c. eligible for membership of the University Library and entitled to a University email account;
 - d. accorded special guest status at official functions of the University; and
 - e. eligible to wear the academic dress of a Fellow of the University on ceremonial occasions.

Academic Dress

7. University Council has determined the following academic dress for Fellowship recipients: a gown of blue in the Oxford style with three-quarter sleeves with a University Council stole.



Appendix 4: Community Fellowship Award

Selection Process

1. In recognising the contribution of an organisation to one or more of the University's communities, the Honorary Awards Committee will determine appropriate recipients for the award of a Community Fellowship.
2. The Honorary Awards Committee will consider potential recipient organisations for this award and will make recommendation to Council for approval.
3. The Community Fellowship Award will be bestowed on a biennial basis.

Criteria

4. The criteria for the award are as follows:
 - a. Exceptional service and commitment to one or more of the University's communities; and/or
 - b. Provision of activities and services that have transformed lives and communities; and/or
 - c. Significant association with the University (length or depth of relationship); and/or
 - d. Status as a charitable organisation (e.g. under the Charities Act 2013 (Commonwealth)) and/or a strong record of community service activities.

Privileges

5. The Community Fellowship Award will be presented at an appropriate ceremonial occasion (as negotiated with the recipient), acknowledging the organisation's community contribution.
6. The citation and certificate/testamur (suitably framed) will be presented to the recipient organisation at the ceremonial event.



Appendix 5: UOW Alumni Awards

1. The UOW Alumni Awards were established to:
 - a. Recognise the many achievements of UOW alumni, both professionally and personally;
 - b. Engage alumni with the University; and
 - c. Allow the Alumni Relations Team to learn more about the achievements of alumni and to share these achievements with the University and our communities
2. UOW Alumni Awards allow the University to recognise the professional and personal contribution that UOW alumni make to the enrichment of their profession, their community and to the advancement of society.

Nomination Process

3. In addition to the conditions of nomination set out in Section 6 of the Honorary Awards Committee Procedure, the nominations process and timing behind the call for nominations is influenced by the date of the annual award event (generally, the annual Fellowship and Alumni Awards Dinner) and the Honorary Awards Committee meeting dates.
4. The decision of the Honorary Awards Committee is final and no correspondence will be entered in to.
5. The Honorary Awards Committee and the shortlisting committee may consider nominations for categories other than which they were nominated for (for example, if a nominee is nominated for the 'Professional Excellence' category and they are aged under 35 years, the Committee may elect to consider them in the 'Young' category).
6. Nominators will receive written advice of the outcome of their nomination from the Advancement Division after the Honorary Awards Committee meeting that considers the nomination, and will be advised when the successful nominees will be publicly announced.
7. Nominees who are selected as a finalist and/or recipients of a UOW Alumni Award will be advised in writing by the Advancement Division.
8. Nominees who were not selected as a finalist and/or recipient will not be contacted by the Advancement Division. It is the discretion of the nominator as to whether they advise the nominee of the outcome of the nomination (as many nominations are made in confidence). Nominees who self-nominate will be notified directly by the Advancement Division.

Criteria

UOW Alumni Award for Professional Excellence

9. The UOW Alumni Award for Professional Excellence is awarded to an outstanding alumnus/alumna who:
 - a. Has achieved sustained success throughout their career that is noteworthy and exceptional;
 - b. Demonstrates a sustained contribution to their profession at local, national and/or international levels; and whose



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- c. Accomplishment(s) raise their profile and standing within their community, country or internationally and/or bring greater recognition to their profession.

UOW Young Alumni Award

10. The UOW Young Alumni Award is awarded to an alumnus/alumna who:
 - a. Is 35 years old or younger in the year of the award;
 - b. Demonstrates exceptional success in their chosen industry/profession; and
 - c. Demonstrates significant contribution to their profession and/or community at local, national and/or international levels.

UOW Alumni Award for Social Impact

11. The UOW Alumni Award for Social Impact is awarded to an alumnus/alumna who:
 - a. Demonstrates the positive impact they have had on a/the community through their work in social innovation within the profit, non-profit or public sector; or
 - b. Demonstrates significant, long-term impact of their contribution to the Community and/or University.
12. Evidence of impact may include but is not limited to:
 - a. Demonstrated positive impact on a community arising from social innovation; including, but not limited to; social enterprise, corporate social responsibility, volunteerism and community development; and/or
 - b. Verification of enduring and positive outcomes for the community and/or University.

UOW Alumni Award for Innovation and Entrepreneurship

13. The UOW Alumni Award for Innovation and Entrepreneurship is awarded to an outstanding alumnus/alumna who:
 - a. Who demonstrates a strong entrepreneurial mindset and creative approach in their industry, profession, field of research or area of expertise
 - b. Who is recognised as an outstanding innovator within their industry, profession, field of research or area of expertise
 - c. Who demonstrates a positive impact in terms of leadership, technical and marketing development, and enhanced the lives of others

UOW Alumni Award for Research and Scholarship

14. The UOW Alumni Award for Research and Scholarship will be awarded to an outstanding alumnus/alumna who:
 - a. Demonstrates sustained contribution to their field of research at local, national and/or international levels, or
 - b. Whose scholarly contributions and associated outreach efforts have measurably and significantly improved the lives of people through engagement with industry or other elements of the private sector
 - c. Has achieved recognition at national and/or international levels; and whose



- d. Accomplishment(s) raise their profile and standing within their community, country or internationally and/or bring greater recognition to their field

UOW Alumni Awards Shortlisting Committee

15. Given the extensive number of nominations submitted for UOW Alumni Awards, a shortlisting committee is convened to shortlist nominees for consideration by the Honorary Awards Committee.
16. The Senior Alumni Relations Coordinator will convene the Alumni Awards Shortlisting Committee (with assistance by the Honorary Awards Committee Executive Officer) and provide executive officer support to the Shortlisting Committee.
17. The shortlisting committee will consist of three members of the Honorary Awards Committee, as follows:
 - a. Deputy Chancellor (Chair);
 - b. Director, Advancement; and
 - c. Any other member of the Committee, and also:
 - d. Young Alumni Representative;
 - e. Alumni/Community Representative in the Social Impact space;
 - f. Entrepreneurial Alumni Representative;
 - g. Professional Excellence Alumni Representative; and
 - h. the Senior Manager, Alumni Engagement and Communications
18. The shortlisting committee will meet shortly after the close of the call for nominations for UOW Alumni Awards to consider the nominations and supporting information.
19. The shortlisting committee will determine up to three finalists in each of the five Alumni Award categories to progress to the Honorary Awards Committee for consideration and selection of one winner and up to two finalists in each category..
20. The Honorary Awards Committee will provide advice of approved UOW Alumni Award winners and finalists to the University Council for noting.

Privileges

21. UOW Alumni Awards will be presented at an appropriate ceremonial occasion, such as the annual Fellowship and Alumni Awards Dinner.
22. Recipients of Alumni Awards will receive a trophy and citation.