



# BURGMANN COLLEGE

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## **GUIDELINES FOR THE NOMINATION, AWARDING AND PRESENTATION OF AN HONORARY FELLOWSHIP**

**As adopted by Council 24 September 2009**

### **Introduction**

The Council of Burgmann College has established an Award of Honorary Fellowship as the College's highest form of recognition of those who by outstanding service to the College and/or achievements have brought lasting honour to Burgmann College and its residents.

### **A: Eligibility for an Honorary Fellowship of Burgmann College**

1. Honorary Fellows will be selected on the basis of significant continued involvement in one or more of the following:
  - a. Support of the interests and welfare of Burgmann College or of a particular aspect of the College's activities;
  - b. Fostering greater links between the Burgmann College community and persons, institutions and communities within and without Australia;
  - c. Promotion of the aims, principles and objectives of Burgmann College;
  - d. Distinguished service to the Australian community or to humanity at large in any field, including:
    - i. the advancement of human knowledge;
    - ii. the protection of the natural environment;
    - iii. the promotion of social justice, development, peace and security nationally and internationally;
    - iv. public office;
2. To be eligible for the award, a nominee must have had a long-standing association with Burgmann College.
3. For the purposes of clause A3:
  - a. *Long-standing association* is defined as a minimum of fifteen years.
4. In respect of clause A2 the Council may, in exceptional circumstances, confer an award notwithstanding the fact that clause A3 is not satisfied.
5. For the purposes of clause A2, *significant* includes:

- b. a contribution over and above what might be reasonably expected through paid employment; or
  - c. voluntary contribution to the community which stands out from others who have also made a valuable contribution.
6. An Honorary Fellowship may be awarded posthumously

### **B: Nomination Process**

1. Any member of the convocation of Burgmann College may nominate or second the nomination of a candidate for the award of an Honorary Fellowship of Burgmann College.
2. A nomination must be made in writing, addressed to the Chairman of Council, Burgmann College – ANU and be signed by the nominator and seconder.
3. The nomination should:
  - a. specify the criterion/criteria from clause A2 on which the nomination is based; and
  - b. address that criterion/criteria, providing sufficient information to identify the person and the case for the award in terms of the criterion/criteria.
4. The Board of Burgmann College Council will convene a sub-committee of Council to consider the nomination, which will not include the nominator or the seconder or the nominee.
5. If the sub-committee supports the nomination, a recommendation to award the Honorary Fellowship will be submitted to the Burgmann College Council for consideration.
6. If the sub-committee does not support the nomination, the Chair will inform the proposers accordingly.
7. A nomination for the award of an Honorary Fellowship must remain confidential until the Burgmann College Council has approved the award and the nominee has agreed to receive the award.
8. All nominations, deliberations, investigations and recommendations relating to the nominations shall be treated as confidential by all persons concerned

### **C: The Announcement and Presentation of Awards**

1. A public announcement of the award of the Honorary Fellowship will be made at such time as is agreed to by the Chair in consultation with the recipient.
2. The presentation of an award of an Honorary Fellowship of Burgmann College is seen as a major College event and shall be bestowed on a suitable

occasion for the College to celebrate the contribution of the awardee to the life of the College.

3. An Honorary Fellowship will not normally be presented in absentia.

**D: Rescission of Award**

1. Should the recipient of an Honorary Fellowship of Burgmann College bring dishonour to the award through proven fault or activities unacceptable to the general community, the award of the Honorary Fellowship may be rescinded by the Burgmann College Council.