

MAKERERE UNIVERSITY HONORARY AWARDS GUIDELINES

1. In accordance with the provisions of Section 47 of the University and other Tertiary Institutions Act 2001.
 - a) The University may consider conferring an Honorary or Title upon any person who has excelled in any sector of life as it may deem fit on the recommendation of an Honorary Degrees Committee established jointly by the Senate and the University Council.
 - b) Proposal to grant Honorary Degree or any other award may be made by a member of the University Community and shall be communicated in writing to the Vice-Chancellor.
 - c) Every such proposal shall be accompanied by detailed curriculum vitae, a statement setting forth the award recommended and the detailed grounds on which the recommendation is based. No proposal will be received without these details.
2. The Vice-Chancellor shall refer such proposals initially to the appropriate Faculty Boards of Studies and then submit their decisions to a Honorary Awards Committee consisting of the following persons:
 - a) Membership
 - Chairperson: Vice-Chancellor

Members:

 - i) The Chairperson of University Council,
 - ii) Deputy Vice-Chancellors,
 - iii) three members of the University Council elected by the Council and
 - iv) Three members of Senate elected by the Senate

Secretary:

 - The Academic Registrar
 - b) Terms of Reference
 - a) To Receive and Consider nominations from the various Boards of Studies of Faculties/Schools/Institutions and Academic Boards of Honorary Degrees and Fellowships.
 - b) To forward the approved nominations for balloting by the members of the Senate and Council.
3. Any recommendations made by this Committee for the conferring of Honorary Awards shall be subject to the following procedures and rules;
 - a) The Senate shall make its decision through a secret ballot vote on the recommendations at the sitting of the Senate. The ballot papers shall be accompanied by a statement setting forth the grounds upon which the recommendation is based.
 - b) Any recommendation which secures a majority of the total number of members of the Senate shall also through a ballot and accompanied by a statement setting forth the grounds upon which the recommendations are based be submitted to Council. The majority of the total number of members of the Council shall be required for a decision to confer an Honorary Degree or Award.

- c) The final decision of Council will be announced at the separate meetings of Senate and Council.
- d) The proceedings with regard to Honorary Awards shall be conducted in the strictest secrecy and no consultation shall at any time be made with the potential candidate except by the Vice-Chancellor or in his/her absence by the Deputy Vice-Chancellor (Academic Affairs).
- e) The Honorary Awards should be sparingly made and in any case not more than three will be awarded in any given academic year.
- f) If a recommendation or recommendations of the Committee are rejected by the Council and Senate such a nomination shall not be considered again until a period of five years.
- g) The awards of Honorary Degrees must be “in presentia” except in very exceptional circumstances when a special resolution of Council on the recommendation of Senate will be required for presentation “in absentia” or “posthumously”.
- h) Except in very special circumstances the Committee will not consider any nomination of any officer in the service of the University or any person currently in the employment of the University.
- i) The Honorary Degree Awards shall be **Doctor of Science** (DSc.) for academic contribution in the field of Science, **Doctor of Letters** (D.Litt) for academic contribution in the Humanities and **Doctor of Laws** (LL.D) for Public Service by eminent statesmen, administrators and lawyers. The Degrees of Master and Doctor of Philosophy shall not be awarded *Honoris Causa*.
- j) The Honorary Degree candidates shall be presented at an award-giving ceremony or appointment ceremony by a University Orator.

PROCEDURE FOR APPOINTMENT OF UNIVERSITY ORATOR FOR HONORARY AWARDS

Approved by the 135th Meeting of the Senate held on 10th December, 2008 (Min. 7629.2)

i) Honorary Degrees

The University had created awards for Honorary Degrees as follows:

- a) Doctor of Laws (*Honoris causa*) for Public Service by eminent states persons, Administrators and Lawyers;
- b) Doctor of Science (*Honoris causa*) for academic contribution in the field of Science;
- c) Doctor of Letters (*Honoris causa*) for academic contribution in the humanities or literacy works; and
- d) Doctor of Medicine (*Honoris causa*) for Medical Achievement.

ii) Number of Orators

- a) Some of the awards are cross-cutting whereby the University shall appoint one Orator, whereas others are not.
- b) Situations may arise whereby there can be many candidates from different Disciplines for Honorary Awards at one particular time and appointing one Orator for the University might exert a very heavy burden on that person. In such a case the university shall appoint an Orator for each Discipline.

iii) Appointing Authority

- a) The Vice-Chancellor shall appoint an Orator for every award with the guidance of the Honorary Awards Committee.
- b) The Vice-Chancellor shall appoint a University Orator who is a member of the University Community for a particular function and that the Vice Chancellor in exercising this responsibility shall be guided by the Honorary Awards Committee.
- c) Where the awards are cross-cutting only one Orator shall be appointed.

iv) Duties of Orator

The duties of the Orator shall be to present citation about a candidate for an Honorary Award at an award-giving ceremony or appointment ceremony.

v) Qualities of an Orator

- a) Should be a good or eloquent public speaker;
- b) Should be competent in the field of award;
- c) Should be of high moral standing; and
- d) Should be acceptable to society.