



PROCEDURE

Procedure Name	Honorary Applied Degree <i>Revised</i>		
Procedure Number	PR-GA-06-01	Approval Date	May 28, 2025
Parent Policy	GA-06 Honorary Applied Degree Policy		
Procedure Authorities	Vice-President, Academic and Provost		
Executive Sponsor	Vice-President, Academic and Provost		
Approved By	Vice-President, Academic and Provost		

1. PURPOSE

This procedure outlines the nomination and selection process for awarding an honorary applied degree at Medicine Hat College (MHC).

2. GENERAL

- 2.1 Nominees may be alumni, former employees, former members of the Board of Governors (the Board), former public officials, or individuals with a demonstrable connection to the community.
- 2.2 Only the Board authorizes the awarding of an honorary applied degree. The Board's power to do so is codified in section 107(3) of the Alberta Post-secondary Learning Act.
- 2.3 Board members, MHC employees, and members of the public may nominate candidates to receive honorary applied degrees.
- 2.4 Honorary applied degrees are awarded in person at the annual convocation ceremony and recipients will receive a parchment, stole, and medal.
- 2.5 At the discretion of the Board, honorary applied degrees may be awarded posthumously.
- 2.6 Recipients will not receive a speaker's fee or honorarium for accepting an honorary applied degree or delivering a commencement address or the equivalent.

3. NOMINATION

- 3.1 All members of the Honorary Applied Degree Awards Committee (the Committee) and the General Academic Council (GAC) will maintain confidentiality throughout the process and ensure the names of the nominee(s) and recipient(s) are not announced prematurely.
- 3.2 The Committee will review all nominations and forward its recommendation(s) to GAC.
- 3.3 GAC will review the recommendation(s) of the Committee and forward its recommendation to the Board.
- 3.4 The primary nominee recommendation (and alternate nominee if applicable) will be placed on the Board's meeting agenda for consideration.
- 3.5 If GAC or the Board rejects the primary nominee, or the nominee declines the offer, the alternate nominee is considered.

4. SELECTION

- 4.1 The Board may select honorary applied degree recipient(s) based GAC's recommendation but is not obliged to.
- 4.2 The President's Office will contact the selected nominee to confirm if they accept or decline the honour.
- 4.3 The President's Office will work with and Advancement and Community Relations for the formal announcement and convocation address.
- 4.4 The President's Office and the Convocation Committee will finalize all other relevant details necessary for awarding of the honorary applied degree.

ORIGINAL COPY SIGNED

Nancy Brown
Vice-President, Academic and Provost

Date: May 28, 2025

Additional Information	Location
Alberta Post-Secondary Learning Act	open.alberta.ca