

Honorary Degree Guidelines

Colorado State University

August 2, 2013

Approved by FC Executive Committee and COD

Purpose

Honorary degrees awarded by Colorado State University recognize individuals who have attained achievements which are extraordinary and of lasting distinction. In awarding honorary degrees, the University 1) reaffirms its commitment to the principles of intellectual and professional achievement which underlie its mission, 2) confers honor and distinction upon those who have made outstanding contributions to the advancement of knowledge and artistry and to society, and 3) pays tribute to individuals whose association with Colorado State University brings honor and distinction to the University community.

Honorary degree candidates are expected to be of exceptional quality, having national or international prominence, and bring prestige to the University by their acceptance of the award.

Criteria

Persons dedicated to the purpose, nature, and mission of the University, who have achieved outstanding distinction through civic, intellectual, philanthropic or artistic contributions to the development of the area, state, nation, and/or the world may be nominated for an honorary degree in one or more of the following categories:

1. Intellectual distinction in particular fields;
2. Outstanding achievement in professional and/or personal capacities;
3. Significant and lasting contributions to society;
4. Exceptional acts of philanthropy to the university and/or to the nation or world.

Eligibility

Individuals who have demonstrated the appropriate criteria are eligible for nomination, with the exception of those individuals who are current members of the Board of Governors, faculty or staff currently employed by the University or current candidates or holders of federal or state elective office. Individuals may have an existing association with the University, such as affiliate or emeritus/emerita faculty.

Preference shall be given to nominations of persons who are connected in some significant way with the state or with the university, although a Colorado State University connection is not a pre-requisite to an honorary degree. Generally, honorary degrees shall not be awarded in absentia, except when awarded posthumously

Procedures

1. Nominations for honorary degrees are made by members of the academic faculty, with endorsement by the dean of the college, to the Provost and the Honorary Degree Committee.
2. Members of the Honorary Degree Committee are nominated by the Provost and submitted to the President for confirmation. The eight member Committee will include one University Distinguished Teaching Scholar; one University Distinguished Professor; the chair of Faculty Council; a faculty member selected from the Committee on Scholarship, Research and Graduate Education; the Vice Provost for Graduate Studies and Assistant Vice President for Research; the Vice Provost for Faculty Affairs; the Vice President for University Advancement; and one Dean appointed by the Provost. Effort should be made to distribute representation among academic colleges. Faculty members shall serve for staggered three year terms. The Committee is chaired by the Chair of Faculty Council.
3. Calls for nominations for honorary degree candidates will be made by the Provost's office. Long-term planning is expected within the colleges to bring forth nominations that will enhance the prominence of the University and programs. The target dates for receipt of nominations are March 15th for the subsequent fall commencement and November 1st for the subsequent spring commencement.
4. Nomination materials must include: 1) a nomination letter from a member of the academic faculty addressing specific contributions, which distinguish the candidate as an individual worthy of this designation; 2) endorsement by the dean of the college; 3) a biographical statement or curriculum vitae; 4) a one page narrative which includes an abbreviated version of the candidate's qualifications; and 5) supporting documentation which may include letters of endorsement. The nominator may be asked to present a brief oral presentation to the committee on behalf of the candidate.
5. Nominations should be addressed to the Provost, Attn: Honorary Degree Committee, Colorado State University, Fort Collins, CO 80523-1001.
6. Nominations will be screened by the Vice President for University Advancement, in consultation with the President, to provide input into the Honorary Degree Committee deliberations.
7. Qualification of all nominees will be examined by the Honorary Degree Committee and a recommendation regarding acceptability of each nominee will be made by the Committee through the Provost to the President. Recommendations by the Honorary Degree Committee will be made by majority vote of the members. Voting may be done electronically, if appropriate.
8. From the list of nominees found acceptable by the Honorary Degree Committee, the President will submit recommended candidates for honorary degrees to the Executive Committee of Faculty Council for approval on behalf of the academic faculty for the awarding of honorary degrees.
9. From the list of candidates approved for honorary degrees by the Executive Committee of Faculty Council, the President will select candidates for formal recommendation to the Board of Governors for final approval.
10. The honorary degrees offered will include but may not be limited to Doctor of Humane Letters and Doctor of Science.

11. If an applicant is unable to accept the award in the year the degree is to be awarded, the individual may remain eligible to receive the award for the next successive two years without further action.
12. Honorary doctorate degrees will be awarded at the Graduate School commencement ceremonies or within a specific college commencement ceremony. Usually, not more than two honorary degrees will be awarded per semester and no more than one will be awarded at any one commencement ceremony.
13. All matters relating to the honorary degree candidates are confidential until final approval by the Board of Governors.
14. If nomination on behalf of an individual is not recommended for an honorary degree, this action does not preclude future nominations. In the event that the application is not found acceptable, the Committee chair will solicit input from the Committee members and report summaries of this information to the nominator.