



Academic Affairs
Faculty Senate

PROCEDURES FOR NOMINATING HONORARY DEGREE RECIPIENTS FAM 035.6

Preamble: Each year, each CSU campus may submit the names of up to two candidates for honorary degrees to the Board of Trustees, which makes the final decision on these awards. Recommendations are to be submitted by the campus President after consultation “with a committee, including faculty representation, to review recommendations and to assist in the development and compilation of materials in support of nominations to be forwarded.”

Procedures:

1. Each Spring term, the Executive Committee of the Faculty Senate shall constitute an Honorary Degree Committee for the following academic year. This committee will be comprised of:
 - A. The provost or designee.
 - B. Five faculty members, one from each college, selected by the Senate Executive Committee.
 - C. A member of the library staff, selected by the Senate Executive Committee.
 - D. A representative of the University Advancement office, nominated by the President.
2. Early in the Fall term, the Vice President for Academic Affairs/Provost shall invite all members of the University community and the general public to submit names of possible recipients of honorary degrees. A deadline of no later than November 1 should be set for these submissions.
3. The VPAA/Provost shall be responsible for assembling the Honorary Degree Committee, and instructing the committee on its charge, as soon after the submissions deadline as feasible. Taking into account the systemwide guidelines for criteria, exclusions, and procedures, the committee shall consider the names submitted and determine no more than two final nominees. In the process it may consult with faculty members or others who are specifically familiar with the accomplishments of certain candidates, or with the fields in which these candidates have made their mark, as long as complete confidentiality is maintained.

The committee is responsible for compiling material to support the candidates it has chosen. No later than December 1, the committee should forward its choices, together with supporting material, to the President. The President may then decide whether to forward both, one, or neither of the proposed recipients to the Board of Trustees.