

SENATE ACTION FORM

No. 1172

Subject: Honorary Degree Policy 3-8-104(1)

Reference to Senate Minutes dated: 12/9/19

Senate Action:

MOTION: Approve the revision to the Honorary Degree Policy as presented.

VOTE: Approved by voice vote

Response requested:

 Approval for placement in University Catalog

 X Approval for placement in University Regulations

 Recommendation to Board for placement in Board Policy Manual

 None (sent as information item)

 Other action requested/comments:



Faculty Senate Chair

12/12/19

Date

* * * * *

Administrative review of Senate action (unnecessary for information items):

 Reviewed by **VPAA/Provost**. Check if comments attached

 Reviewed by **General Counsel**. Check if comments attached

Presidential action:

 Approve Reject Return to Senate for discussion/modification (comments attached)

President/Designated Administrative Officer

Date

Date of Board approval (if applicable): _____

PLEASE RETURN SIGNED ORIGINAL AND ATTACHMENT TO THE FACULTY SENATE OFFICE, CARTER 2004, BOX 75.

Amendments to University Regulations Section 3-8-104 Criteria and Procedures for Awarding Honorary Degrees

3-8-104(1) Honorary. ~~The purpose of honorary degrees is to recognize distinguished individuals whose recognition also brings honor upon the University of Northern Colorado. Criteria and procedures are available from the Graduate School.~~

3-8-104(1)(a) Purpose of this Regulation. This regulation describes the process by which the University may award honorary degrees to recognize individuals who have made significant contributions to the University and/or have attained achievements of extraordinary and lasting distinction.

3-8-104(1)(b) Limitations. UNC employees are not eligible for the honorary degree while they are employed by the University. Honorary degrees shall not be conferred on elected state and local officials while they hold office. The Doctor of Laws and Doctor of Humane Letters are the only two honorary degrees that may be conferred. Under no circumstances will earned degrees awarded by UNC be conferred as honorary degrees.

3-8-104(1)(c) Criteria. Nominees must be evaluated by using the following criteria.

- (i) Nominees must have made significant contributions to the University over an extended period of time or outstanding personal or professional accomplishments that complement the University's role and mission.
- (ii) Nominees must be individuals upon whom conferral of an honorary degree would bring honor to the University.
- (iii) Nominees must exhibit exemplary character and integrity.

3-8-104(1)(d) Nominations.

- (i) Procedure. Nominations may be made in writing at any time by any UNC employee and must be submitted to the Chief Academic Officer at least one semester prior to the semester of the commencement at which the degree is to be conferred.
- (ii) Materials. Nominations must include a letter that describes how the nominee meets the honorary degree criteria and the preferred semester in which the degree would be conferred.

3-8-104(1)(e) Review Process. All matters relating to nominee reviews and recommendations are confidential and shall be maintained in confidence except for final approval by the Board of Trustees.

- (i) Evaluation Materials. The evaluation materials for each nominee shall include the letter of nomination and the Nominee Evaluation Form (see attached) completed by the reviewers at each step in the review process. These materials will accompany the nominee's nomination throughout the process.
- (ii) Chief Academic Officer Review. Nominations are reviewed first by the Chief Academic Officer, who shall make a recommendation on the nominee(s) and forward their recommendation and the evaluation materials to the Faculty Senate Executive Committee for consideration.
- (iii) Faculty Senate Executive Committee Review. Nominations are reviewed second by the Faculty Senate Executive Committee in executive session and shall make a recommendation on the

nominee(s) and forward its recommendation and the evaluation materials to the President for consideration.

- (iv) **President Review.** Nominations are reviewed third by the President who shall review the evaluation materials and decide whether to recommend approval of the nominee(s) to the Board of Trustees. If the President determines the nominee fulfills the honorary degree criteria in 3-8-104(c), the President shall first contact the nominee(s) to inform them that the President is recommending them to the Board for conferral of an honorary degree in order to determine if the nominee(s) are desirous of being recommended. If so, the President will forward the evaluation materials to the Board of Trustees with a recommendation that the Board approve the nomination(s) including a recommendation on the type of degree(s) to be conferred.
- (v) **Board of Trustees Review.** The Board of Trustees shall review the evaluation materials and shall discuss in executive session whether the nominee meets the honorary degree criteria and whether to approve in public session the President's recommendation.

3-8-104(1)(f) Announcement of Board Approval of Nominee. If the nominee is approved by the Board of Trustees, the President shall make the public announcement of the Board's approval. The honorary degree shall be conferred at a commencement or at a special convocation following approval by the Board of Trustees.

3-8-104(1)(g) Rescission of Approval or Conferral of Honorary Degree. The Board of Trustees has authority to rescind its approval of the conferral of an honorary degree either before or after the degree is conferred if, in its judgment, the nominee or degree recipient has engaged in conduct that constitutes a significant departure from generally recognized standards of behavior that:

- (i) May be injurious to the reputation of the University and/or;
- (ii) Is inconsistent with the University's mission and/or values.