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3 **97-04**

4 January 13, 1997

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7 **Policies and Procedures for the Award of Honorary Degrees**

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9 This policy was recommended by the Academic Senate on November 14, 1996 and approved by
10 the President on December 19, 1996.

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13 **1.000 Policy**

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15 1.100 These policies and procedures are an adaptation of the Revised Guidelines for the
16 Awarding of Honorary Degrees, adopted by the Board of Trustees, November 8, 1995.

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18 1.200 Honorary degrees may be awarded by California State University, Long Beach, but only at
19 the doctoral level.

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21 1.300 Honorary degrees may be conferred only by the Board of Trustees of The California State
22 University, either in the name of The California State University or jointly in the names of The
23 California State University and California State University, Long Beach.

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25 1.400 The Board of Trustees determines the number of honorary degrees that may be awarded
26 in any academic year. Normally, the Board considers no more than two recommendations from a
27 campus in one academic year, plus any additional recommendations that may be submitted by
28 or through members of the Board or the Chancellor during that same year.

29
30 1.500 The following honorary degrees are recognized for conferral by the Board of Trustees:

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32 1.501 Doctor of Fine Arts (D.F.A.)

33
34 1.502 Doctor of Humane Letters (L.H.D.)

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36 1.503 Doctor of Laws (LL.D.)

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38 1.504 Doctor of Letters (Litt.D.)

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40 1.505 Doctor of Science (Sc.D.)

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42 **2.000 Purposes and Criteria for the Award of Honorary Degrees**

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44 2.100 Honorary degrees may be awarded in recognition of distinguished accomplishments by an
45 alumna or alumnus; exceptional service to the recipient's community, especially if that
46 community is in the region primarily served by California State University, Long Beach; major
47 contributions, which may be financial or otherwise, to California State University, Long Beach or
48 to The California State University; or other exceptional accomplishments.

49
50 2.200 An honorary degree may be awarded at the annual commencement ceremonies of any
51 college of California State University, Long Beach or at a special convocation ceremony such as
52 the formal installation of a president.

53
54 2.300 The award of an honorary degree may or may not be associated with the delivery of a

55 commencement address.

56

57 2.400 Trustee policy states that honorary degrees may be awarded to recognize achievements in
58 any part of the world; indeed, for the system as a whole, honorary degrees are intended to
59 reflect a balance between local and non-local recipients, academic and non-academic recipients,
60 and among a wide diversity of fields of endeavor.

61

62 2.500 Trustee policy further states that nominees for honorary degrees must be distinguished in
63 their respective fields, that their eminence must be widely recognized, and that they must have
64 demonstrated intellectual and humane values consistent with the aims of higher education and
65 with the highest ideals of their respective chosen fields.

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67 **3.000 Limitations on Eligibility**

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69 3.100 Honorary degrees shall not be awarded to:

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71 3.101 Incumbent members of the Board of Trustees of The California State University;

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73 3.102 The incumbent Chancellor of The California State University;

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75 3.103 Incumbent campus Presidents of The California State University;

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77 3.104 A person who already has been awarded an honorary degree by The California
78 State University;

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80 3.105 All incumbent elected officials.

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82 3.200 Trustee policy states that service or benefaction to The California State University or to a
83 campus does not in itself justify the award of an honorary degree, but in the same section also
84 states that such service or benefaction shall not preclude a nominee from receiving an honorary
85 degree.

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87 **4.000 Procedures for Selecting Honorary Degree Recipients**

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89 4.100 The consideration of the award of an honorary degree must be handled with the utmost
90 confidentiality. Public disclosure that an individual is being evaluated for this purpose prior to a
91 final positive decision being made by the Board of Trustees would seriously embarrass both The
92 California State University and the individual involved.

93

94 4.200 Following consultation with the Executive Committee of the Academic Senate, the
95 President shall appoint a five-member Committee on Honorary Degrees, composed of three
96 tenured full professors, the Provost and Senior Vice President for Academic Affairs (or designee),
97 and the Vice President for University Relations and Development (or designee).

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99 4.210 The faculty members of the Committee shall serve staggered three-year terms and shall
100 be eligible for reappointment once.

101

102 4.220 The Committee shall issue an announcement early each fall semester reminding the
103 University community of the opportunity to nominate individuals for honorary degrees and
104 establishing a deadline, consistent with the timeline established by the Board of Trustees, for
105 their consideration during the current academic year.

106

107 4.230 The Committee shall receive recommendations from the President, campus administrators,
108 faculty, staff, students, alumni, campus advisory boards, or other individuals, shall assemble

109 appropriate materials in support of such recommendations, and shall make recommendation to
110 the President on whether particular individuals should be recommended to the Board of Trustees
111 for receipt of an honorary degree.
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113 4.240 In the event that the President concurs in the recommendation of an individual(s) for the
114 award of an honorary degree, the Committee shall assist in the development and compilation of
115 materials in support of the nomination(s) to be forwarded to the Board of Trustees through the
116 Chancellor.
117

118 4.300 The President may select no more than two individuals for nomination to the Board of
119 Trustees in any academic year. A nomination must indicate whether the honorary degree is to be
120 conferred only in the name of The California State University or jointly in the name of The
121 California State University and California State University, Long Beach.
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123 4.400 The Chancellor in turn will forward all nominations, accompanied by appropriate
124 comments, to the Subcommittee on Honorary Degrees of the Committee on Educational Policy,
125 according to a schedule established by the Board of Trustees. The Subcommittee on Honorary
126 Degrees is composed of a member of the Committee on Educational Policy (who serves as Chair
127 of the Subcommittee), one additional Trustee, the Chancellor (or designee), two campus
128 Presidents, two faculty members recommended by the Academic Senate of The California State
129 University, one alumna/alumnus, and one student. The Subcommittee on Honorary Degrees will
130 make recommendations to the Committee on Educational Policy, which in turn will make
131 recommendations to the Board of Trustees. The Board of Trustees has the exclusive authority to
132 approve the award of honorary degrees and to determine the particular degree most appropriate
133 for a specific recipient. All of these reviews and determinations will be conducted in executive
134 session.
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136 **5.000 Conferral of Degrees** 137

138 5.100 When an honorary degree is to be conferred in the name of both The California State
139 University and California State University, Long Beach, the Chair of the Board of Trustees, the
140 President, and a designee of the President will normally participate in the conferral ceremony as
141 follows:
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143 5.110 The Chair of the Board of Trustees (or designee) will read the Citation;
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145 5.120 The President will award the degree itself;
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147 5.130 A designee of the President will hood the degree recipient.
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149 5.200 When an honorary degree is to be conferred only in the name of The California State
150 University, the Chair of the Board of Trustees, the Chancellor, and the President will normally
151 participate in the conferral ceremony as follows:
152

153 5.210 The Chair of the Board of Trustees (or designee) will read the Citation;
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155 5.220 The Chancellor, if present, or the President will confer the degree;
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157 5.230 The President (or designee) will hood the degree recipient.
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161 **EFFECTIVE: Spring 1997**
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