



**Policy Series #: 3000(P) – Educational
Policy Manager: Mary Davenport
Honorary Degree Procedure**

PURPOSE: Process and Procedure for Selecting Honorary Degree Recipients, General Provisions

1. Award Timeline: One honorary degree may be awarded at commencement every odd-numbered graduation year. The college reserves the right not to award an honorary degree if no nominee meets the selection criteria below or for any other limiting factor.
2. Award Designation: Based upon the recipient's field of contribution, achievement, service, or distinction, the college may award an
 - a. Honorary Doctor of Fine Arts (Hon. D.F.A.)
 - b. Honorary Doctor of Humane Letters (Hon. LH.D.)
 - c. Honorary Doctor of Laws (Hon. LL.D.)
 - d. Honorary Doctor of Literature (Hon. Lit.D.)
 - e. Honorary Doctor of Education (Hon. D.Ed.)
 - f. Honorary Doctor of Science (Hon. Sc.D.).
3. The awardee may deliver the commencement address at graduation.
4. Selection Criteria
 - a. Service or benefaction to the college alone does not justify an award of an honorary degree.
 - b. To be recognized and honored, candidates must have earned a regional, national, or international reputation for exceptional contributions to a specific field or to society in general.
 - c. Nominees for honorary degrees also will be considered based on the following additional criteria:
 - 1) Have made a significant contribution to the achievement of the college's mission, and/or
 - 2) Are community leaders who have fostered partnerships with the college that have assisted the college with its educational and service goals and objectives.
5. Selection Process

Nominations will be solicited via email in January of every odd-numbered year by the Chair of the Graduation Committee.

 - a. The Graduation Committee and the Faculty Shared Governance Council will review the nominee(s) and then forward the name(s) of the nominee(s) with comments to the President's Cabinet.
 - b. The President's Cabinet reviews the nominee(s) and may recommend a nominee to the college president. If no nominee meets the selection criteria sufficiently, then the President's Cabinet may choose to recommend that an award not be made that year.
 - c. The college president may or may not approve the recommendation. If approved, the office of the college president will contact the nominee to make arrangements for his or her participation in the commencement ceremony and will order a plaque to award to the awardee.

LIST RELATED POLICIES, PROCEDURES OR PLANS HERE:

Riverland Community College Policy: (# TBD)

System policy 3.16 Honorary Degrees: <http://www.mnscu.edu/board/policy/318.html>

System procedure 3.16 Honorary Degrees: <http://www.mnscu.edu/board/procedure/318p1.html>

Date of Initial Review by President's Cabinet: 2/14/2013

AASC Review (if applicable): 4/23/2013

FSGC Review (if applicable):

Date of Final Approval / Policy Adoption: 6/13/2013

Date & Subject of Revisions: