

**Honorary Degrees and Professor Emeritus
Standards and Procedures
July, 2010**

PURPOSE

The honorary degree and the title of Professor Emeritus are conferred each year to persons of distinguished career achievements or exemplary public service, and who reflect the values of excellence, service, integrity and mission of Gallaudet University and the deaf and hard of hearing community. Such degrees also recognize distinguished scholarship and accomplishments in humanities, the arts, sciences, the professions, public service, and service to mankind.

CRITERIA FOR HONORARY DEGREE

The nominee must meet one or more of the following criteria:

- Individuals whose significant personal, social, cultural, scientific, or professional achievements have positively increased public awareness of deaf and hard of hearing people, nationally or internationally, and whose values inherently are reflected in the Gallaudet University mission;
- Individuals with exemplary records of academic and/or public accomplishments in line of Gallaudet University's standard of academic rigor, quality and significance,
- Persons whose leadership or originality in significant human endeavor has been with distinction, with preference to those whose accomplishments came first in a particular field of endeavor.
- Individuals who have served as role models for deaf and hard of hearing people through their extensive leadership and public service.

NOMINATION PROCESS

The Office of the Provost will send out a call for nominations for the Gallaudet University honorary degree and Professor Emeritus on an on-going basis with a February 1st deadline or 15 months prior to Commencement. In extenuating circumstances, an exception to this time frame may be requested from the honorary degree committee.

Supporting material for each nomination shall include:

- a completed nomination form (attached),
- a supporting letter describing how the nominee meets the purpose of the honorary degree,
- documented evidence of the nominee's achievements and his/her impact on deaf and hard of hearing people,
- the nominee's curriculum vitae or information that would ordinarily be included in a curriculum vitae.
- Names and contact information of three references who will be asked by the honorary degree committee to comment in confidence on the qualifications of the nominee.

Nominations must be kept confidential. A proposal to nominate a candidate should not be discussed with the prospective candidate; nor should it be discussed in an open forum such as the Faculty Senate.

HONORARY DEGREE COMMITTEE AND PROCEDURES

The Honorary Degree Committee shall consist of five faculty members, appointed by the Provost in consultation with the University Faculty Chair. Annually the Provost and the University Faculty

Chair will invite the faculty to express their interest in serving on the honorary degree committee, and the Provost will then appoint 5 members from the list of interested faculty.

The Office of the Provost shall provide staff support for the nomination process. The committee will determine its meeting schedule and agenda. The staff of the Provost's Office will provide training on the process of vetting, as needed.

The Honorary Degree Committee will conduct the vetting process, which includes reviewing the materials included in the nomination, seeking input from others and checking of references provided by the nominators. The honorary degree committee reserves the right to request to seek in confidence additional references. The vetting process should include diverse sources but, particularly, opinions of the Board of Trustees and the Provost will be included in the vetting.

Honorary Degree Committee members must disclose or raise any conflict of interest or potential conflict of interest in vetting or selecting a candidate under consideration.

The Honorary Degree Committee will consider a balance of choices over the years from a variety of categories such as careers, gender, academic discipline, race, ethnicity and public service. The Provost's Office shall maintain databases of previous recipients of the honorary degrees as well as of all previous nominees for consideration in the pool of nominees each year.

The Honorary Degree Committee shall recommend, with a two-thirds vote, a short list of up to five candidates to the Provost who will then forward the short list to the President for a final vetting and review before the President makes the final recommendations to the Board of Trustees.

It is recommended that no more than three honorary degrees be awarded in any calendar year at commencements, convocations, or other appropriate University functions. The University may choose not to award an honorary degree in a calendar year.

The University President or the Chair of the Board of Trustees will contact the awardees first before making a public announcement of the awarding of honorary degree(s).

HONORARY DEGREES

The University will grant the following honorary degrees:

- Litt.D.--Doctor of Letters (*litterarum doctor, honoris causa*)
- L.H.D.--Doctor of Humane Letters (*litterarum humaniorum doctor, honoris causa*)
- L.L.D.--Doctor of Laws (*legum doctor, honoris causa*)
- Sc.D.--Doctor of Science (*scientia doctor, honoris causa*)
- D.P.S.--Doctor of Public Service (*doctor beneficiorum publicorum, honoris causa*)
- P.E.D.--Doctor of Pedagogy (*doctor institutionis, honoris causa*)

LIMITATIONS ON GRANTING HONORARY DEGREES

The University shall not grant an honorary degree to current members of the faculty, staff, University administration, and the Board of Trustees. Exceptions for compelling reasons can be made only by a two-thirds vote of the Board of Trustees.

Honorary degrees shall not be awarded in the form of a degree currently offered by Gallaudet University, nor shall an honorary degree be granted posthumously. However, if a nominee for an honorary degree dies after the nomination has been recommended to and approved by the Board of Trustees, the Board may offer the award posthumously. Nominations presented to the Honorary Degree Committee after the nominee has died will not be considered,

If no authorized and substantiated response is made by the person to be honored with a confirmed date of acceptance scheduled after a good faith effort by the University within one year, the awarding of the degree automatically becomes null and void.