



Honorary Degree Policy, Procedure and Nomination Form Riverland Policy #3.18; 3.18.1

PURPOSE:

The purpose of this policy is to establish the rationale for honorary degrees, and provide for standards and guidelines under which honorary degrees will be conferred at Riverland Community College.

APPLICABILITY:

An honorary degree is a degree title awarded for the purpose to recognize and honor exceptional persons who have made exceptional contributions to a specific field or to society in general, rather than as the result of matriculating and earning a degree based on studies at the institution. Honorary degrees serve to establish a public association between Riverland Community College and such exceptional persons, and assist Riverland Community College with the goals and objectives of the educational programming, the service and outreach missions, and the institutional advancement of the college.

Riverland Community College has the ability to confer honorary degrees consistent with procedures established by, and with the approval of, the chancellor.

Honorary degrees may not be conferred on currently serving faculty or staff members within the Minnesota State Colleges and Universities system, current members of the Board of Trustees, or current holders of elected political office.

SCOPE: Employees

DOES THIS POLICY HAVE A PROCEDURE? Yes

General provisions for the process and procedure for selecting Honorary Degree Recipient:

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 be asked to speak 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) Have made a significant contribution to the achievement of the college's foundation's mission, and/or
 - 3) Are community members who have fostered partnerships with the college.
5. Selection Process:

Nominations will be solicited of every odd-numbered commencement year. The solicitation will be via email by the President's Office between **December 1 and March 15** for the odd-numbered commencement year.

 - a. The Graduation Committee and Faculty Shared Governance Council will review the nominee(s) and forward no more than two name(s) with comments to the President.
 - b. The President will consult with the President's Cabinet before making a final decision. If no nominee meets the selection criteria sufficiently, the decision will be to not award an honorary degree.

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 an award plaque for the awardee.

LIST RELATED POLICIES, PROCEDURES OR FORMS:

Pursuant to Minnesota State Colleges and Universities Board Policy [3.18 Honorary Degrees](#)

Pursuant to Minnesota State Colleges and Universities Board System [Procedure 3.18.1 Honorary Degrees](#)

Date Issued: 6/13/2013

Responsible Division / Author: Academic Affairs / Vice President of Academic & Student Affairs

Date Revised: 9/22/16 Branding language/logo; May2021draft; May2021 selection process/dates



Honorary Degree Nomination Form

Consistent with MinnState Board of Trustees Policy 3.18 and Chancellor’s Procedure 3.18.1, Riverland Community College awards honorary degrees to recognize and honor persons who have made exceptional contributions to a specific field or to society in general. No individual shall receive more than one honorary degree from the college. Service or benefaction to the college alone does not justify an award of an honorary degree.

To be recognized and honored, nominees shall be selected based on the following criteria:

- Have earned a regional, national, or international reputation for exceptional contributions to a specific field or to society in general.
- Have made a significant contribution to the achievement of the college’s mission, or
- Have made a significant contribution to the achievement of the college foundation’s mission, or
- Are community leaders who have fostered partnerships with the college.

Nominations are considered from those submitted by Riverland Community College staff and faculty.

To submit a nomination, please provide the following information (*use the back of this sheet or attach additional documentation if needed*) and submit to the Graduation Committee Co-Chairs. **Nomination due date is March 15th.**

Name of nominated individual: _____

List nominee’s significant contributions (*as outlined above*): _____

Nomination submitted by: _____

Date: _____

The Graduation Committee and Faculty Shared Governance Council will review the nominations and make a recommendation to the college president. Final selection will rest with the college president. One Honorary Degree recipient will be recognized at the Riverland Community College commencement ceremonies every odd-numbered year.