

HONORARY DEGREE POLICY

Policy Number:

Owner Department: Academic

Effective Date: January 1, 2014

Approved By: President's Council

Date: January 23, 2019

I. POLICY STATEMENT/PURPOSE

An honorary degree is one of higher education's most significant accolades. It is the policy of SCNM to award honorary degrees on a selective basis to extraordinary individuals who merit special recognition. A candidate for an honorary degree must have demonstrated personal and professional qualities that are consistent with the vision, mission and goals of SCNM. This honor is to be given to individuals to recognize and acknowledge outstanding public service, distinguished scholarship, distinctive accomplishment, and exceptional achievement. The honorary doctoral degree shall be the highest honorary award conferred by SCNM

These contributions may be in the following areas:

- A. Art
- B. Education
- C. Health Care
- D. Letters (literature)
- E. Law
- F. Music
- G. Philosophy
- H. Professions
- I. Public Service (philanthropic activity)
- J. Scholarship
- K. Science
- L. Theology

II. POLICY STATUS

Revised (last revision 01/23/2019)

III. DEFINITION(S)

None

IV. SCOPE/KEY STAKEHOLDERS

College Honorary Degrees Committee, Faculty Senate, President's Council, Board of Trustees

HONORARY DEGREE POLICY

V. POLICY ITEMS

A. ELIGIBILITY:

Nominations of individuals while actively employed by the College will not be accepted for consideration. However, they are eligible for consideration one year after their departure or retirement from the College.

The honorary degree will be conferred at a regular commencement of SCNM. The individuals to be honored must be present at the award ceremony to receive the honorary degree.

B. TYPES OF HONORARY DEGREE:

Approved degrees conferred honoris causa for SCNM include:

- i. Doctor of Naturopathic Sciences N.S.D. (Honoris Causa)
- ii. Doctor of Humane Letters L.H.D. (Honoris Causa)

C. PROCESS

- i. The College Honorary Degrees Committee will meet in January to review any nominations of candidates and make recommendations for approval. Membership of the committee includes the President/CEO of the College; a representative from the Board of Trustees; the chief academic officer; the President of the Faculty Senate and two additional faculty members; the Registrar; the President of the Student Government Association; and a representative from the Development Department. A chair will be elected from the committee membership. The College Honorary Degrees Committee is an institutional committee.
- ii. Nomination letters will be submitted to the Chair of the Honorary Degrees Committee prior to the January meeting. The initial nomination letter can be made by any member of the College.
- iii. A two-thirds affirmative vote of the committee is required in order to recommend a candidate.
- iv. The College Honorary Degrees Committee will review the completed nominations and recommend approved candidate(s) and degree titles to the Faculty Senate for ratification no later than the March meeting.
- v. Upon faculty senate ratification the College Honorary Degrees Committee will bring the name(s) of the candidate(s) to the next meeting of the President's Council for notification and to the Board of Trustees for approval.
- vi. Recommended candidates, once approved by the Board of Trustees, are contacted by the President's Office to notify them of the honorary degree.
- vii. Upon acceptance of the honorary degree(s) arrangements will be made to confer the degree(s) by the president of the college, or his/her delegate at a specific commencement.
- viii. If a recipient cannot be present at the designated date they may be honored at the next commencement ceremony or reserved in a pool for consideration for a period of up to three years at which time they may be re-nominated.
- ix. The nominee may decline the Honorary Degree. If so, the nomination is then closed.

HONORARY DEGREE POLICY

D. CONFIDENTIALITY:

- i. The need for confidentiality by all involved in the discussion of nominations must be stressed throughout the entire process
- ii. The committee will not automatically inform the nominator about the status of his or her nominee. However, if the nominator inquires about the nominees' status the Chair of the Honorary Degrees Committee may only discuss whether the nominee is still in the process or has been dropped from consideration.
- iii. The nominator will be informed if his/her nominee's name is to be placed in formal nomination by the President of SCNM.

VI. RESPONSIBILITY FOR IMPLEMENTATION

College Honorary Degrees Committee

VII. RELATED DOCUMENTS

Rubrics for Selection

VIII. NEXT REVIEW DATE

As needed.

IX. VERSION CONTROL AND CHANGE HISTORY

Version Control	Approved By/Date	Date Effective	Amendment
1	PC June 26, 2013	January 1, 2014	
2	PC January 23, 2019		Updated committee membership

X. POLICY AUTHOR/CONTACT

College Honorary Degrees Committee/Chair