



30.001: Honorary Degree Policy

Responsible Executive: Vice President of Academic Affairs
Responsible Office: Academic Affairs
Related Policy:
Approved-On Date: July 9, 2003
Effective Date: July 9, 2003
Revision Date: October 16, 2006

Policy Statement

Norfolk State University has the authority to recognize individuals who have made outstanding achievements and contributions to the institution, to the Commonwealth, to an academic field or to society by the awarding of an honorary degree. Other than the earned doctorate, it is one of the highest recognitions the University can bestow on an individual and as such, it is not given lightly and relatively few are given.

Purpose

Honorary degrees are awarded for sustained achievement of lasting significance and value and not for a single accomplishment. The recipient of an honorary degree will forever be associated with the institution; therefore, honorary degree recipients should be individuals:

1. who reflect the high ideals of Norfolk State University
2. who exemplify the concept of excellence, service and integrity, and
3. whose lives will inspire others and be exemplary of the University's aspirations for its graduates.

Nominees may be individuals recognized for distinguished service, scholarship, and other accomplishments in the service of humanity, whether in scientific, social, academic, creative, business, public, or other appropriate spheres. The authority to confer the Honorary Degree rests with the Board of Visitors, as recommended by the University President, but various constituents are free to nominate suitable, deserving candidates for consideration and screening.

Procedures

The Honorary Degree Committee is responsible for the initial screening of nominees for the honorary degree. The committee is a university committee duly authorized by the Faculty Senate. It shall consist of no fewer than four persons. The chairperson of the Faculty Senate shall designate the chair of the Committee.

- I. Honorary Degree Committee
The nomination and the deliberation process will be conducted with the strictest confidentiality. The Committee shall recommend candidate(s) to the University President. The President may support, alter or reject the list of names. When the President is satisfied with the list, it is transmitted to the Academic Affairs Committee of the Board of Visitors. The list of nominees will be subject to final approval by the full Board of Visitors.
- II. Timeline for Honorary Degree Nominations

NOTE: Appointment of the Honorary Degree Committee by the Faculty Senate must be made by August 1 of each calendar year. Service of the committee is a two year appointment.

TIMELINE	CALENDAR	
	May Graduation	December Graduation
Memorandum to campus community from the Vice President for Academic Affairs requesting <i>official</i> nominations	September 15	February 28
Nominations with supporting material due in the Office of Academic Affairs	October 1	March 15
List of nominees with supporting material forwarded to the Honorary Degree Committee for screening	October 15	March 30
List of recommendations sent to the President by Academic Affairs	November 1	April 15
Presentation of nominee to the Board of Visitors by the President	December	May

III. Limitations

1. The University shall not grant an honorary degree to current members of the faculty, administration, Board of Visitors, administrators of the State Council of Higher Education for Virginia.
2. An honorary degree may not be awarded in absence of the prospective recipient.
3. An honorary degree may not be awarded posthumously.
4. The honorary degree may only be conferred at Fall or Spring Commencement Exercises.