

Cleveland State University Distinguished Emeritus Faculty Honorary Degree Nomination Guidelines

Cleveland State University will recognize its accomplished emeritus faculty through awarding of a Distinguished Emeritus Faculty Honorary Degree. The Honorary Degree is the highest award given by the University. The awarding of the Honorary Degree recognizes an individual of distinction, one who has achieved the highest level of skill and competence in his/her discipline. The awarding of an Honorary Degree is also an expression of the ideals of the University reflected in the recipients who are awarded, bringing honor and distinction to the University, as well as the individual.

Honorary degrees are typically awarded at the May and December commencement ceremonies and, occasionally, at the Cleveland-Marshall College of Law Commencement. No more than three honorary degrees should be awarded at each of the commencement ceremonies. One honorary degree may be awarded to a distinguished emeritus faculty annually.

Suggested candidates to receive a Distinguished Emeritus Faculty Honorary Degree from Cleveland State University are those with the following characteristics:

- Has attained CSU emeritus faculty status
- Has extraordinary achievements in teaching, research and service at Cleveland State University
- Serves as an aspirational and inspirational role model for Cleveland State's students
- Has sustained and long-lasting scholarly contributions.

1. A formal nomination consists of the following:

- A written narrative letter from an emeritus or current faculty member, stating the significant achievements of the nominee and why the individual is deserving of the University's highest honor
- Biographical and other information supporting the nomination
- A second letter of recommendation from other individuals with a connection to CSU, which would include alumni and other faculty
- Name, address and phone of nominee (or contact in the case of a posthumous award).

2. Nominations will be accepted throughout the year; however, the following timeline will be enacted:

- Nominations must be received by February 1 for consideration for May Commencement ceremonies (one year in advance is preferred)
- Nominations must be received by September 15 for consideration for December Commencement (one year in advance is preferred).

3. Nominations should be directed to:

Chair, Recognition Committee
Board of Trustees
Cleveland State University
2121 Euclid Avenue, AC 327
Cleveland, OH 44115-2214

4. Once a nominee has been approved by the Committee, there will be a two-year period in which the nominee will remain eligible.