

## **Composition of the University Honorary Degree Committee**

(Board Governance Committee Meeting 4/30/2019)

1. The Committee will be chaired by the Provost
2. Membership of the Committee (total 9 members) shall be:
  - I. Three faculty members
  - II. One student
  - III. One representative of CSU alumni
  - IV. Two representatives of the University administration (Provost, VP Advancement, Diversity & Inclusion Officer...)
  - V. Two representatives of the CSU Board of Trustees

## **University Honorary Degree Nomination Process**

1. In January each year, the University Honorary Degree Committee will issue call for nominations, which will be widely distributed to faculty, staff, alumni, and members of the community. The deadline of nomination will be end of February each year.
2. The University Honorary Degree Committee will complete its review and send recommended candidates to the University President by end of March each year.
3. The President will review recommendations from the University Honorary Degree Committee, select finalists, and forward the list of finalists to the Board Governance Committee by end of April each year.
4. The Board Governance Committee will review the finalists and present those finalists it supports to the Board of Trustees for approval at its May meeting.
5. Upon approval by the Board of Trustees, honorary degree recipients will be notified in June each year by the University President and invited to attend a University Commencement or a special event in the following academic year for the awarding of honorary degrees.

# CLEVELAND STATE UNIVERSITY

## HONORARY DEGREES

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 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.

### **Honorary Degree Nomination Guidelines**

Suggested candidates to receive an honorary degree from Cleveland State University are those with the following characteristics:

1. Distinguished alumni of CSU
2. Distinguished people who have a significant connection to CSU
3. Distinguished people who have a strong connection to Cleveland or NE Ohio
4. People who have made a significant contribution to higher education
5. People whose reputation locally, nationally, or internationally will enhance the reputation of CSU and serve as an example to its students
6. A distinguished emeritus faculty member who
  - Has achieved the highest level of skill and competence in his/her discipline
  - 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

In order to avoid the appearance of being self-serving, the following individuals are excluded from consideration, with exceptions noted:

1. Current employees or degree-earning students of CSU
2. Current members of the Board of Trustees, except those who are in their last year of service on the Board or later
3. Current political office holders, with exceptions for local, state, national or international leaders whose achievements or extraordinary support for the University merit consideration

# CLEVELAND STATE UNIVERSITY

## HONORARY DEGREES

### **Information and Documentation Required for Submission of Nominations for an Honorary Degree**

1. A formal nomination consists of the following:
  - a written narrative letter from an individual with a connection to CSU, 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 (not from the same college or department)
  - name, address and phone number of nominee or contact in the case of posthumous award

Nominations should be directed to:

Chair, University Honorary Degree Committee  
Office of the Provost  
c/o Michael Artbauer (m.artbauer@csuohio.edu)  
Cleveland State University  
2121 Euclid Avenue, AC 333  
Cleveland, OH 44115-2214