



POLICY STATEMENT

AWARDING OF HONORARY DEGREES: GUIDELINES AND PROCEDURES

Responsible Office: Office of the President
Responsible Official: President

Effective Date: November 16, 2016
Last Revision: January 25, 2018

I. Purposes for Which Honorary Degrees May Be Conferred

The conferral of an honorary degree provides Fairleigh Dickinson University with an opportunity to recognize an individual's outstanding service, extraordinary accomplishments, or significant contributions to the University or society as a whole. Moreover, an honorary degree is awarded to an individual who has demonstrated throughout their career a commitment to the "highest standard" or has made "major contributions" to society in their respective field. In addition, the recipient of an honorary degree is an individual whose personal qualities and values are consistent with those which exemplify the goals and ideals of the University.

II. Criteria for Consideration for an Honorary Degree

Candidates for nomination for an honorary degree from Fairleigh Dickinson University are individuals who satisfy most if not all of the following criteria:

- A. Individuals who have demonstrated outstanding achievements or accomplishments of local, regional, national or international acclaim.
- B. Individuals who have a reputation for integrity and excellence.
- C. Individuals who are recognized leaders in their professions.
- D. Individuals who have been recognized for their noteworthy academic achievement and/or scholarship.
- E. Individuals who have demonstrated extraordinary service or assistance to the University and its students, faculty and staff.
- F. Individuals whose selection will support the ideals of Fairleigh Dickinson University and serve as an example to our students, alumni and society.

III. Nomination and Selection Process for Honorary Degrees

- A. Nominations of individuals to receive an honorary degree may be submitted to the Selection Committee (appointed by the President and chaired by the University Provost) by any individual affiliated with the University (faculty, staff, students, alumni or

trustees). The Selection Committee, including representatives of the faculty, should consistently solicit nominations from the University community.

B. Those nominating an individual for an honorary degree are encouraged to submit a letter of recommendation detailing how the individual meets the consideration criteria noted above. In addition, those nominating an individual should provide a connection or contact that would facilitate a realistic opportunity to reach the individual.

C. The Selection Committee shall review nominations and forward recommendations to the President. After determining which candidates are acceptable, the President and University Provost shall forward those recommendations to the leadership of the Academic Policies and Research Committee (APRC) of the Faculty Senate for their endorsement.

D. The President and University Provost shall forward final recommendations to the Academic Affairs Committee of the Board of Trustees, but only after a thorough background check on the individuals to be recommended has been completed. Background checks should include a thorough review of potential candidates and confirmation of their biographical information, credentials and references, and should investigate past and present business dealings, personal history, press coverage, etc. to determine if there are any negative associations with the potential candidates. [In addition, following selection of potential candidates and prior to a final decision, candidates should be informed that the University reserves the right to conduct a criminal background check on all candidates.]

E. Nominations shall be considered and treated as confidential and should not be discussed with nominees until potential candidates are selected.

IV. Schedule of Annual Nomination and Selection Process for Honorary Degrees

A. Nominations for honorary degrees to be conferred at Academic Convocation each fall must be received by the Academic Affairs Committee of the Board of Trustees no later than its June meeting during the previous academic year, with recommendations to the full Board acted upon at its June meeting.

B. Nominations for honorary degrees to be conferred at Commencement each spring must be received by the Academic Affairs Committee of the Board of Trustees no later than its March meeting during the same academic year, with recommendations to the full Board acted upon at its March meeting.

C. Under special circumstances and at any time, the President and the University Provost shall recommend an honorary degree to a deserving individual and submit a request for approval to the APRC and to the Academic Affairs Committee of the Board of Trustees, and the Board of Trustees may award an honorary degree to a deserving individual.

V. Types of Honorary Degrees

The following honorary degrees shall be recognized for conferral by the Board of Trustees of Fairleigh Dickinson University:

- A. Doctor of Fine Arts (D.F.A.)
- B. Doctor of Humane Letters (L.H.D.)
- C. Doctor of Laws (LL.D.)
- D. Doctor of Letters (Litt.D.)
- E. Doctor of Science (Sc.D.)