
Chapter: Personnel

Modification No. 004

Subject: **Honorary Degrees**

I. Purpose

The purpose of awarding honorary degrees is to honor and recognize individuals who meet the criteria established by the Board of Trustees. The Board of Trustees shall approve the names of all honorary degree recipients. The Board of Trustees shall consider all relevant criteria and will determine honorary degrees on a case-by-case basis.

II. Criteria for Honorary Degrees

A. Prospective recipients of honorary degrees shall be distinguished individuals who meet at least one of the following criteria:

1. have shown a history of leadership and service to the community;
2. have acquired a national or international reputation in a selected field;
3. hold a distinguished record of public or community service or service in education;
4. have provided exceptional educational service to enhance the success of individuals at any and all levels of education;
5. have made a notable donation to Montgomery College or one of its affiliates; or
6. have given significant volunteer service to Montgomery College.

B. Additionally, where criteria for award are met, honorary degrees may be awarded posthumously.

C. An Honorary Degree is traditionally awarded to the commencement speaker, unless they are already an alumnus/a of Montgomery College in which case he/she is awarded a medallion and hood.

D. Current Trustees, faculty, staff, and administrators are not eligible for an honorary degree until their service to the college is completed.

III. The awarding of an honorary degree must be a positive reflection on the College and comport well with the purpose and mission of Montgomery College.

The College reserves the right to rescind an honorary degree if that recognition damages the College's reputation or in the event of a change of circumstances with the degree recipient.

II. Award

- A. The Board of Trustees shall approve all honorary degree recipients.
 - B. The Honorary Degree shall be conveyed by a framed diploma signed by the Chair of the Board of Trustees and President, a hood, and shall be accompanied by the award of an inscribed medallion.
- III. The President is authorized to established procedures to implement this policy.

Board Approval: October 16, 1995; September 18, 2000; April 27, 2015; December 14, 2015.

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Modification No. 003

Subject: **Honorary Degrees**

I. Purpose

In accordance with the criteria established by the policy, the honorary degree program will allow the College to formally recognize honorary speakers, contributors, philanthropists, and distinguished friends at commencements, convocations and other special occasions.

II. Preparation of Recommendations

- A. The Office of Advancement and Community Engagement annually solicits nominations from the College community, volunteers, etc., although nominations may be made at any time. All nominations are to reflect the meeting of the above criteria, including biographical information on the candidate and be submitted in writing.
- B. Nominations will be shared with the president to formulate a recommended slate. The Director of Special Events contacts the slate to check availability and adjustments to the slate are made according to the inquiry results. The president will be presented with a draft resolution for discussion and approval at a Board of Trustees meeting.
- C. Nominees not selected may be recommended again in subsequent years, but a nominee may receive only one honorary degree from the College.

III. Approval and Presentation

- A. Presentations will be made at commencements, convocations, Board of Trustees meetings, or other appropriate occasion as approved by the President.
- B. Recipients, or their representatives, shall be notified in writing by the College President through the Office of Advancement and Community Engagement and shall be invited to attend appropriate event(s) for awarding of the honorary degree.
- C. The Honorary Degree shall be conveyed by a framed diploma signed by the Chair of the Board of Trustees and President, a hood, and shall be accompanied by the award of an inscribed medallion. The personalized description contains the honorary degree recipient's name, the date of the award, and Associates Degree in Public Service.
- D. A list of prior nominees and recipients will be maintained by the Office of Advancement and Community Engagement.

Administrative Approval: October 16, 1995; April 27, 2015; February 9, 2016.