

CONCORD UNIVERSITY BOARD OF GOVERNORS

Policy Number: CU-GA-6

University Honors, Recognitions, and Awards

GENERAL

It is a time-honored tradition for institutions of higher learning to provide university honors, awards, and recognition to celebrate and honor individuals for extraordinary contributions to learning, scholarship, and creative activity, to the university, and/or to society.

PURPOSE

This policy has been enacted to establish and define the policy and process for the granting of University honors, recognitions, and awards to individuals having great accomplishments. Customarily, such recognition is afforded to prominent alumni, professional, civic, and public affairs leaders, educators, and employees who have contributed extraordinary service to the community, the State or to Concord University. It is also afforded to distinguished contributors to the arts, sciences, and humanities who also have exemplary ethical standards.

SCOPE

This policy is applicable to all university-level honors, recognition, and awards.

POLICY

It is the policy of Concord University to bestow, upon authorization of the Board of Governors, honors, recognitions, and awards on a selective basis to individuals whose extraordinary achievements have set a standard that not only distinguishes them, but also benefits Concord University and the community it serves, the State, the nation, and society as a whole.

PROCESS

Bestowing of University honors, awards, and recognition (hereinafter honors) will follow a process for each as described below.

University Honors Advisory Committee

The UHAC membership includes the Vice President of Advancement, the Provost, the Director of Alumni, Chair of the Staff Council, President of the Faculty, and the University President. In cases where there would be a conflict of interest for a member of the Committee, including the President, the member will recuse him- or herself from both the deliberation and the vote for that particular candidate. The President's Executive Assistant shall serve as recorder for the Committee.

It is the responsibility of the Office of the President, in concert with the Office of Advancement, to schedule UHAC meetings and ensure that all UHAC recommendations are processed according to this policy for further consideration of the President and Board.

All Committee deliberations on honors are subject to absolute confidentiality and are conducted in closed sessions. No public or private announcements nor discussion of action taken by the UHAC is permitted. The HUAC makes a final recommendation to the President and based upon a simple majority vote. The President is informed by, but not bound by, the Committee's recommendation. The Board will consider all recommendations by the President, but is not bound to only those recommendations made by the UHAC or the President.

Criteria Review

Criteria will be published for each university level honor to determine whether an individual is eligibility for a specific honor.

Awarding Honorary Degrees

The Honorary Degree, "honoris causa", is the highest recognition that Concord University can bestow upon an individual. Consequently, the University will offer honorary degrees to recognize only the highest exemplary service of outstanding individuals.

The awarding of an honorary degree by the Board of Governors follows a deliberative process that includes nomination of the candidate(s), review, vetting, and recommendation of qualified candidates by the UHAC to the President, and by the President to the Board via the External Affairs Committee of the Board.

Any one of the following criteria may be used to establish candidacy for an honorary degree:

- Outstanding contribution to the institution, community, State, or society.
- Outstanding achievement in a particular field of endeavor.
- Source of inspiration to its students, faculty, staff, and alumni, to excel, achieve, learn and serve.
- Potential for advancement of the educational mission, goals, and programs of the University by developing associations with persons who embody and share the University's values and aspirations.

Current faculty, staff, and Board of Governors members are not eligible for consideration.

The UHAC will meet in sufficient time prior to commencement ceremonies to receive and review nominations with consideration of the established eligibility criteria. The Committee shall keep record of all nominations received, the date, and final decision for future reference. The UHAC will complete and report any recommendations on honorary degrees to the President no less than one (1) month prior to commencement to provide time for Board consideration and action.

Any individual selected to receive an honorary degree will be notified in writing by the President. Except under extraordinary circumstances, no honorary degree is awarded in the absence of the honoree. If the

honoree is deceased, the award may be made posthumously and given to a proxy who may receive the degree on behalf of the deceased honoree.

Any honorary degree approved by the Board of Governors will be reported to the Higher Education Policy Commission.

Emeriti Status:

Awarding Emeritus Status is an honorary title that may be awarded to a retiring Board member, faculty member, staff member, or professional administrator for extended meritorious service to Concord University. A deliberative process to award emeritus status is essential to the integrity and reputation of the University.

Eligibility

Emeritus status may be conferred by the Board of Governors upon any retiring Board member, faculty member, staff member, or professional administrator who has served Concord University for a minimum of five years, or four years for Board Members, and who has demonstrated meritorious service to the institution.

Nominations for conferring of emeritus status may come from a colleague or supervisor by providing a recommendation letter directly to the President's Office.

The President considers the nomination(s) and makes the final recommendation to the Board of Governors via the Executive Committee.

The entire process is confidential. The Concord University Board of Governors considers the award of emeritus status in executive session and notifies the President of their decision.

The President confers the Emeritus status to the retired individual.

PRIVILEGES OF EMERITUS STATUS

Those individuals holding emeritus status will be entitled to such privileges as use of the library, invitation to university administered functions including athletic and cultural events, special mailings, use of recreational facilities, and an emeritus identification card.

Naming, Renaming or Memorial Recognition:

The Concord University Board of Governors is required to approve the naming, renaming or memorial recognition of all structures, facilities, property (physical or intellectual), flora, and organizational units or personnel positions of or representing Concord University.

Proposals to name, rename, or memorialize (naming) shall be submitted to the UHAC. The UHAC will review the proposal and, if accepted, call for a thorough character review involving any associated individuals or entities. Full disclosure of the review's findings is to accompany all proposals brought forward by the Committee to the President. Each review should include an analysis the intended or unintended benefits and/or consequences that this action may have.

Criteria Property (physical or intellectual), flora, and organizational unit or personnel position (asset) of or representing Concord University may be named for an individual provided that the individual has

rendered distinguished service to the institution, the community or higher education, or has made a significant financial contribution to the university, or has been a significant support of the university, particularly to the asset requested to be named.

A memorial may be established in remembrance of an individual or entity that had an affinity for Concord University by patrons who wish to provide financial support for the creation and continued maintenance of an approved memorial.

Paid advertising associated with the marketing and promotion of Concord University or any of its programs or units is outside the scope of this policy.

RESPONSIBILITY FOR IMPLEMENTATION The President shall have primary responsibility for implementation of this policy in concert with the Office of Advancement.

AUTHORITY FOR INTERPRETATION The final authority for interpretation of this policy rests with the President.

REFERENCE / AUTHORITY Updates BOG Policy #6, dated June 4, 2019.

APPROVAL: 11-12-2019