

## **USF Faculty Senate Honors and Awards Council Honorary Degree Nomination Guidelines**

The University of South Florida seeks each fall and spring nominations for Honorary Degrees.

distinguished themselves through a career of genuine and extraordinary achievement and special humanitarian contribution to society at large and, more specifically, to the University and its community.

### **Criteria**

To guide its work, the Honors and Awards Council has adopted the following criteria for reviewing nominations:

#### *Distinction*

activities may include but are not limited to:

- Scholarship
- Creative Arts
- Public Service
- Professional Service

college, i.e., relevant to the degree sought.

Documentation must include:

honorary degree sought and certifying the support of the appropriate academic area.

Letters of recommendations from USF academic area (faculty/administrator) and from professionally distinguished individuals outside USF who are prominent in field (3 minimum: 5 maximum).

Current curriculum v achievements and special recognitions.

5. The dean shall forward the nominee's file to the Honors and Awards Council .
6. Nomination shall indicate the formal honorary degree/title sought (e.g., Doctor of Humane Letters). Honorary degree titles awarded at USF include: Doctor of Architecture, Doctor of Business Administration, Doctor of Earth and Environmental Sciences, Doctor of Education, Doctor of Engineering, Doctor of Humane Letters, Doctor of Humanities, Doctor of Marine Science, Doctor of Medicine, Doctor of Nursing, Doctor of Public Health, Doctor of Science, and Doctor of The Arts.
7. The Honors and Awards Council will evaluate nominees for honorary degrees and make recommendations to the Faculty Senate. **No award will be considered final and official until it has been approved by the President and accepted by the nominee and formally conferred by the President offers,**

## Checklist for HONORARY DEGREE Nomination

\_\_\_ Notification of Nomination Form (completed by nominator)

\_\_\_ Checklist for Honorary Degree Nomination

The candidate for honorary degree is nominated by: (check one)

\_\_\_ Department at USF

\_\_\_ College at USF

\_\_\_ Committee at USF

\_\_\_ A prominent individual who is knowledgeable in the candidates field of expertise who is

\_\_\_ The Candidate is not a current employee at the USF.

The nomination originates from, or has the endorsement of, an individual from the appropriate USF academic area (check one):

\_\_\_ College

\_\_\_ School

\_\_\_ Institute

\_\_\_ Center

The formal honorary degree/title sought:

\_\_\_ Doctor of Architecture

\_\_\_ Doctor of Business Administration

\_\_\_ Doctor of Earth and Environmental Sciences

\_\_\_ Doctor of Education

\_\_\_ Doctor of Engineering

\_\_\_ Doctor of Humane Letters

\_\_\_ Doctor of Humanities

\_\_\_ Doctor of Marine Science

\_\_\_ Doctor of Medicine

\_\_\_ Doctor of Nursing

\_\_\_ Doctor of Pharmacy

\_\_\_ Doctor of Public Health

\_\_\_ Doctor of Science

\_\_\_ Doctor of The Arts

The following documentation is included in the nomination submission:

\_\_\_ A  
sought, and certifying the support of the appropriate academic area.

\_\_\_ Letters of recommendations from USF academic area (faculty/administrator) and from  
professionally distinguished  
(3 minimum).

\_\_\_  
recognitions.

\_\_\_\_\_ Other supporting materials to coverage, news articles, critical reviews, patents, review of scholarly work, testimonies, description of awards (not to exceed 10 pages).

\_\_\_\_\_ The nominator has submitted documentation specifying \_\_\_\_\_ qualifications for being selected as a degree recipient to the appropriate division head or department chair and dean of college, i.e., relevant to the degree sought.

\_\_\_\_\_ deadline published by the Chair of Honors and Awards Council.

Submission Format:

\_\_\_\_\_ Electronic file in Portable Document Format (pdf)

\_\_\_\_\_:

Telephone number(s) \_\_\_\_\_

\_\_\_\_\_

E-mail address(es) \_\_\_\_\_

\_\_\_\_\_

Packet Submitted by:

\_\_\_\_\_

Date: \_\_\_\_\_

Date of Adoption: 09/02

Date of Revisions: 04/07; 09/10; 01/13; 09/13; 08/14; 01/15; 11/15; 04/17