



Medical College of Georgia

Academic Affairs  
Policy Library

## Awarding of Honorary Degrees Policy

### Policy 2.03

Volume 2 Academic Affairs

Chapter 3: Awarding of Honorary  
Degrees Policy

Responsible Office: Office of the  
Senior Vice President for  
Academic Affairs & Provost

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BOR)

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### Policy Statement

The Medical College of Georgia, as a research university within the University System, may confer up to two honorary degrees per year. Recipients, who must be present to receive the degree, will be honored with a Doctor of Science degree, which will be conferred during the May commencement ceremony. Criteria for an honorary degree are an extraordinary contribution to the Medical College of Georgia or extraordinary contribution in the area(s) of health care, health education, or medical science. This policy outlines the steps for selection of individuals for an honorary degree at the Medical College of Georgia. Nominations for an honorary degree will be submitted to the Senior Vice President for Academic Affairs & Provost by faculty or Student Government Association. A Review Committee will select several candidates to forward to the President, who will submit one or two names to the Chancellor. The Chancellor will present these candidates to the Board of Regents for the final selection process.

### Reason For Policy

The practice of honorary degrees has a long and rich history in academia. This policy establishes procedures for the awarding of honorary degrees at the Medical College of Georgia and is consistent with Board of Regents policy, Section 308.04, Policy Manual of the Board of Regents.

### Entities Affected By This Policy

All members of the academic community of the Medical College of Georgia are affected by this policy.

### Who Should Read This Policy

Students, faculty, and administration of the Medical College of Georgia with an interest in the awarding of honorary degrees should read this policy.

### Contacts

Contact	Phone	e-mail/URL
Senior Vice President for Academic Affairs & Provost	706-721-4014	<a href="http://www.mcg.edu/aaffairs/">http://www.mcg.edu/aaffairs/</a>

### Website Address For This Policy

<http://www.mcg.edu/aaffairs/policies/pdfs/p203.pdf>

## **Related Documents**

Policy Manual of the Board of Regents, Section 308.04:  
<http://www.usg.edu/regents/policymanual/300.phtml>

## **Definitions**

These definitions apply to these terms as they are used in this policy.

**Honorary degree**                      Doctor of Science

## **Overview**

The practice of honorary degrees has a long and rich history in academia. It is intended to honor a person who has attained and sustained notable achievement in academia, the professions, or public service. The Medical College of Georgia can select one or two outstanding individuals to be honored with a Doctor of Science degree at its annual May commencement ceremony, according to the process outlined below.

## **Process/Procedures**

In October of each year, the Provost will solicit written nominations for honorary degrees from the faculty and Student Government Association of MCG. The nomination letter, with biographical sketch attached, must contain compelling reasons for the institution to honor a particular individual. Any supporting documentation that may be helpful to the review committee may be appended. Criteria for an honorary degree include an extraordinary contribution to the Medical College of Georgia, to health care, health education, or to medical science. Individuals not eligible for honorary degrees by Board of Regents policy are: current elected or appointed state (including Regents) or national officials; announced candidates for elective office; current faculty, administrative officers, or employees of MCG, the University System, or another institution in the System; and any individual previously awarded an honorary degree from a University System institution.

No later than November 15 of each year, a Review Committee selected by the President from his Cabinet will evaluate the nominations and submit no more than three nominees to the President. Upon receipt, the President will consult with the other research and regional university and senior college presidents to insure that there is no duplication of candidates, will review the nominations, and may select one or two candidate(s) for submission to the Chancellor for Board of Regents consideration. No announcement of a pending candidacy shall be made prior to its formal submission to the Board. Candidates for honorary degrees should be submitted to the Chancellor's office by December 1.

The Senior Vice President for Academic Affairs & Provost will notify the nominator(s) of the Board's decision(s). If approved, the Senior Vice President for Academic Affairs & Provost will also notify the candidate and the Vice President for Student Services and Development so commencement arrangements can be facilitated.

**Responsibilities**

The responsibilities each party has in connection with Academic Affairs Policy 2.03, Awarding of Honorary Degrees Policy, are:

<b>President</b>	Selects review committee from President's Cabinet. Discusses nominations from Review Committee with other university and senior college presidents to prevent duplication. Submits nominations to Chancellor for Board of Regents approval.
<b>Senior Vice President for Academic Affairs &amp; Provost</b>	Solicits written nominations for honorary degree from faculty and students. Notifies nominator of Board's decision. Notifies candidate, if approved. Notifies Vice President for Student Services and Development to initiate commencement arrangements.
<b>Review Committee</b>	Reviews nominations and submits up to 3 candidates to the President.
<b>Students or Faculty</b>	Nominates candidates for honorary degree by submitting nomination letter and biographical sketch of candidate.
<b>Vice President for Student Services and Development</b>	Facilitates commencement arrangements once honoree is designated.