Attachment 2

HONORARY DEGREE PROCEDURES
KANSAS STATE UNIVERSITY

Approved by Academic Affairs
10/5/2010

Awarding honorary degrees provides an opportunity to reward excellence and to bring additional
prestige to the institution and will be awarded only in exceptional circumstances. Awarding this
degree need not be considered an annual occurrence.

ELIGIBILITY

• An honorary degree is not awarded solely for philanthropic activity or service to the University
or the State of Kansas. A candidate’s qualifications must be deeply grounded in outstanding
intellectual and professional achievement and significant and lasting contributions to society,
consistent with the academic endeavors of the University.

• Active employees of Kansas State University are not eligible for candidacy.

• Honorary degrees shall not be conferred on any active employee associated with the University
before such individual has left university employment for at least five years.

• Holders of elective or appointive public offices are not eligible for consideration until five
years or more after they have vacated office.

POLICIES FOR SELECTION PROCESS

• Nominations are to be submitted only by members of the Kansas State faculty. A nomination
may originate from an individual faculty member, from an academic unit, or from the
collaborative efforts of the faculties of two or more departments.

• When a nomination comes to the committee from a source other than the academic department
closest to the discipline with which the nominee is associated, it must be reviewed by that
department and jointly submitted by it with the other disciplinary group.

CRITERIA FOR SELECTION OF A CANDIDATE

• Although anyone having had “a career of superlative intellectual and/or creative ability” will
receive strong consideration, the committee is especially attracted to alumni of K-State or any
individual who has made outstanding contributions to a field or profession represented at Kansas
State University.

• The nomination should include a full curriculum vitae of the candidate, and should be
constructed to show the candidate’s intellectual and creative abilities and accomplishments,
appointments, honors, previous honorary degree awards, and all other information pertinent to the awarding of an honorary degree. As the committee is composed of members from many disciplines, a description by the nominator of the candidate’s precise strengths and contributions is preferable to inclusion of multiple sample publications.

- Letters to support the nomination should be submitted with the nomination. There should be at least three letters clearly illustrating the strengths of the candidate. It is preferable that some of the letters be from institutions and organizations other than the one with which the candidate currently is associated.

PROCEDURES FOR SELECTION OF A CANDIDATE

- A committee chaired by the Provost and Senior Vice President shall evaluate nominated candidates and present a recommendation to the President. The committee will consist of the Provost, the Faculty Senate President, the Classified Senate President, the Student Body President, the Dean of the Graduate School and the Chair of the University Distinguished Professors.

GUIDELINES FOR AWARDING HONORARY DEGREES

- Honorary degrees will be awarded at commencement ceremonies.

- Honorary degrees will not be awarded in absentia unless extraordinary circumstances (as determined by the President) exist.

- The President of the University extends the invitations to those selected to receive an honorary degree.

- Insofar as possible, the recipient of an honorary degree will interact with faculty and students in the field or area of interest while the recipient is visiting the campus to receive the award.