



THE CALIFORNIA STATE UNIVERSITY

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KEITH O. BOYUM
ASSOCIATE VICE CHANCELLOR
ACADEMIC AFFAIRS

Date: November 15, 2005

Code: AA-2005-44

To: Presidents

From: Keith O. Boyum *KOB*
Associate Vice Chancellor
Academic Affairs

Subject: Recommendations for Honorary Degrees, 2006

This memorandum is to serve as the annual call for campus recommendations for the award of honorary doctoral degrees by the Board of Trustees of the California State University. Attached are a copy of the current guidelines and a list of previous recipients of CSU honorary degrees.

The procedures allow for two nominations and the award of two honorary degrees per campus. Please submit your campus recommendations, along with supporting information and documentation (35 copies) to Dr. Jolayne Service, in time to arrive no later than **December 14, 2005**, so that the Trustee Subcommittee on Honorary Degrees may review the materials prior to the meeting of the Board of Trustees scheduled for January 31-February 1, 2006. This decision date is intended to facilitate the making of arrangements for spring commencements. Events other than commencement exercises or academic convocations may be appropriate occasions for the conferral of honorary degrees only in extraordinary circumstances.

It is particularly important that the nomination materials set forth and document solid, compelling arguments for the award of an honorary doctorate by the California State University. A current curriculum vitae or comparably complete biographical information on each nominee should be included. The Board has suggested that letters of endorsement for particular nominees not be solicited. That activity could place the Board, the system, and the campus in a difficult position if the Board does not endorse the nomination. The campus is free to collect letters of congratulation, if it wishes, after the Board has approved a nomination and the nominee has accepted.

The Trustees have asked that the campuses adhere closely to the guidelines. If a nomination would require an exception to the guidelines, please contact the Chancellor *before* submitting the nomination.

The Board would appreciate your including the following information in your letter of nomination:

- The name of the nominee and a brief summary of the reasons for putting forth this nomination
- The event at which the degree is to be conferred
- The membership and selection process for the campus committee that reviewed the nomination (Note: The current procedures make explicit the requirement for consultation with the Executive Committee of your campus Academic Senate regarding the composition of the campus review committee.)
- Whether the campus prefers that the degree be awarded (i) in the name of the California State University or (ii) in the names of the California State University and the campus
- If the nominee has a well-established relationship with the campus, a brief description of the nature of that relationship

Please have all 35 copies of the nomination letter and supporting materials three-hole punched. All nominations will be assembled in binders in the Chancellor's Office, so it is helpful for the campus to refrain from putting the copies in binders or folders.

We all recognize the need for the strictest confidence in dealing with campus nominations; please be assured of our full cooperation in maintaining the necessary confidences. Should you have any questions, please call me or Dr. Service (562-951-4723).

Attachments

cc: Chair Galinson
Trustee Achtenberg
Chancellor Reed
Trustees' Secretariat