



UNIVERSITY OF CENTRAL FLORIDA

**Office of the President**

<b>SUBJECT</b> Honorary Degrees	<b>Effective Date</b> 4/4/2022	<b>Policy Number</b> 4-408	
	<b>Supersedes</b>	<b>Page</b> 1	<b>Of</b> 3
	<b>Responsible Authority</b> Provost and Executive Vice President for Academic Affairs		

**APPLICABILITY/ACCOUNTABILITY**

This policy applies to all members of the UCF Community.

**POLICY STATEMENT**

Aside from the earned doctoral degree, the honorary doctoral degree is the highest recognition awarded by the university. It is an award for eminent and outstanding achievement and service to the university, the state, the nation, and the world. The achievement may be scholastic in nature, or it may be evidenced in public service. The achievement should be of a sustained and lasting character and reflect a very noteworthy distinction that is in concordance with the goals, objectives, and duties of the university and the state of Florida.

The honorary degrees that can be awarded are:

- Doctor of Agricultural Service
- Doctor of Applied Science
- Doctor of Business
- Doctor of Commercial Science
- Doctor of Engineering Science
- Doctor of Humane Letters
- Doctor of Laws
- Doctor of Public Health
- Doctor of Public Service
- Doctor of Science

Employees of the University of Central Florida, and members of their immediate families, are not eligible for honorary degrees awarded by UCF. Persons currently holding elective or appointive office within the State of Florida, or the federal government are also not eligible for honorary degrees awarded by this institution.

## **PROCEDURES**

All members of the UCF community have the right to nominate candidates for honorary doctoral degrees.

Nominations must have the endorsement of the appropriate university division or dean of the appropriate college.

All nominations of candidates for honorary doctoral degrees should be made to the Commencements, Convocations, and Recognitions Committee at least four months before the commencement ceremony. Exceptions to the time frame may be made on a case-by-case basis.

A nomination will consist of a packet containing:

- 1) a nomination form indicating the person to be nominated, the proposed degree, and information regarding the achievement and/or service for which the person is being honored,
  - 2) a narrative of the individual's intellectual, scholastic, and service accomplishments indicating the eminent and outstanding achievement of the individual,
  - 3) a biographical description of the nominee (no more than 300 words),
  - 4) three letters of recommendation confirming the achievements of the candidate.
- At least one of the letters must come from a dean or the provost.

Upon an affirming vote of the Commencements, Convocations, and Recognitions Committee, the packet will be sent to the Office of the President for the concurrence of the president.

The president is responsible for recommending the nominees to the Board of Trustees of the University of Central Florida who alone have the authority to approve the awarding of the degree.

The University of Central Florida may revoke an honorary degree and rescind any privileges granted if the holder is found to be involved in any activity that represents a significant deviation from the UCF Creed and/or UCF Mission, or if the information provided in the honorary degree nomination materials is later determined to have been fraudulent or erroneous. The Board of Trustees will make the final decision on revocation, following a recommendation from the president or Commencements, Convocations, and Recognitions Committee. The Board of Trustees will not offer a proceeding of any kind to the individual when considering such a recommendation. A person whose honorary

degree is revoked and/or granted privileges are rescinded may not appeal the final decision of the Board.

**CONTACTS – Office of the Provost**

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**RELATED INFORMATION**

Board of Governors Regulation: 3.004.  
<https://www.fgcu.edu/generalcounsel/regulations/approved/regulation3.004.pdf>  
UCF Regulation 2.010.  
[https://regulations.ucf.edu/chapter2/documents/2.010AwardingofDegrees\\_finaljun09\\_000.pdf](https://regulations.ucf.edu/chapter2/documents/2.010AwardingofDegrees_finaljun09_000.pdf)  
UCF Senate Resolution 1994-1995-8.  
<https://facultysenate.ucf.edu/resolution/resolution-1994-1995/>  
UCF Senate Resolution 1973-1975  
[https://facultysenate.ucf.edu/resolution/resolution-1972-1973/#Resolution\\_1972-1973-5\\_Guideline\\_Recommendations\\_for\\_Awarding\\_Honorary\\_Degrees](https://facultysenate.ucf.edu/resolution/resolution-1972-1973/#Resolution_1972-1973-5_Guideline_Recommendations_for_Awarding_Honorary_Degrees)

**FORMS**

Honorary Degree Nomination Form

**INITIATING AUTHORITY – President**

<b>POLICY APPROVAL</b> <b>(For use by the Office of the President)</b>	
Policy Number: 4-408	
University Policies and Procedures Committee Chair: 	Date: 3/23/22
Alexander Cartwright	Digitally signed by Alexander Cartwright Date: 2022.04.04 15:44:10 -04'00'
President or Designee: _____	Date: 4/4/2022