

Policy & Process for nominating candidates for ESF Honorary Degrees:

Local Nominating Procedure:

- ESF Faculty Governance Executive Committee shall form a “nomination committee” each year. Nominations will be forwarded to the ESF President, for presentation to ESF & SUNY Boards of Trustees.
- Nomination Committee will make a broad solicitation to all faculty, students, campus community, & alumni to suggest potential nominees. The nominating group or individual will provide preliminary vita for review by Nomination Committee (solicitation will contain synopsis of appropriate nominations criteria, supporting materials needed, etc. - see below)
- Solicitation needs to be made annually, commencing in January or February. Nomination Committee needs to be convened annually, prior to the close of the spring semester to review potential candidates for forwarding to the President.
- The President and staff will prepare final nomination materials prior to annual SUNY submission deadline in August (for potential degrees awarded the following May).

Honorary Degrees - Eligibility & Selection Criteria:

The Honorary Degree is the highest form of recognition offered by SUNY to persons of exceptional distinction. Honorary degrees may be awarded to recognize excellence in the fields of public affairs, the sciences, humanities and the arts, scholarship and education, business and philanthropy, and social services which exemplify the mission and purposes of the State University of New York; they may honor meritorious and outstanding service to the University, the State of New York, the United States, or to humanity at large; and they may recognize persons whose lives serve as examples of the University's aspirations for it's students.

The following general criteria and limitations have been developed by the SUNY Board of Trustees for the selection of Honorary Degree Recipients: "The nominee must be distinguished, and the person's achievements must be both relevant and appropriate to the nominating campus. Eligibility for nomination is restricted to persons of state, national, or international stature. Nominees who have made extraordinary contributions to the nominating campus can also be considered, but must have made significant contributions beyond a single institution and their local region. Service to the University is not sufficient justification for an honorary degree. Except under

unique and unusual circumstances, honorary degrees shall NOT be awarded to current Members of the SUNY Board of Trustees or ESF Board of Trustees, or Members of various ESF Councils, Members of the teaching or administrative staff, or any other current employee of SUNY, or current holders of elective public office in New York, or active candidates for elective public office. In addition, no individual may receive more than one honorary degree from the State University of New York."

How to Make a Nomination:

To make a nomination, please send a letter of recommendation, including background information supporting the rationale for the nomination, a copy of the candidate's vitae or resume, or a list of the candidate's professional history and contributions. If appropriate, you may include additional supporting material to attest to the eminence of the candidate. Nominations should be sent to Executive Chair - ESF Faculty Governance. ESF Faculty Governance's Nomination Committee will then review the potential candidates and forward nomination materials to the ESF President's office for further consideration and final nomination to SUNY.