TEXAS A&M INTERNATIONAL UNIVERSITY

Standard Administrative Procedure (SAP)

11.07.99.L0.01 Granting of Honorary Degrees

First Approved: August 17, 2006 *(formerly Rule 11.07.99.L1, Granting of Honorary Degrees)*
Revised: July 18, 2018
February 26, 2026
Reviewed: August 24, 2023
Next Scheduled Review: February 26, 2031

Procedure Statement and Reason for Procedure

Texas A&M International University (TAMIU) may award an honorary degree to: (1) recognize an individual who has excelled in the fields of public affairs, the sciences, humanities, the arts, scholarship, education, business, philanthropy, or social services; (2) honor an individual who has performed meritorious and outstanding service to TAMIU or to society at large; or (3) recognize an individual whose life has served as example of TAMIU's aspirations for its students.

Honorary degrees represent the highest academic recognition of the University and shall be granted sparingly, judiciously, and only following rigorous review to preserve the integrity, credibility, and reputation of both the University and The Texas A&M University System.

This SAP establishes guidelines and requirements for awarding an honorary degree as provided by System Policy 11.07, *Granting of Honorary Degrees*.

Procedures and Responsibilities

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1. CRITERIA AND LIMITATIONS FOR SELECTION

1.1 TAMIU shall follow the criteria provided in System Policy 11.07, *Granting of Honorary Degrees* in deciding whether to award an honorary degree to an individual.

1.2 TAMIU shall also adhere to the limitations for awarding an honorary degree as provided in System Policy 11.07, *Granting of Honorary Degrees*.

1.3 Honorary degrees shall not be awarded in recognition of, in anticipation of, or in exchange for any gift, donation, pledge, fundraising commitment, or other benefaction, whether past, present, or prospective.

1.4 Nominees must demonstrate extraordinary achievement or service of exceptional merit consistent with the purposes outlined in System Policy 11.07, Granting of Honorary Degrees.

1.5 Honorary degrees shall not be awarded to:

1.5.1 Current members of the Board of Regents (BOR)

1.5.2 Current employees of the System or any System member institution

1.5.3 Individuals holding elected or appointed office with direct political, regulatory, legal, or budgetary authority over the University

2. NOMINATION PROCESS

2.1 Nominations may be submitted by faculty, administrators, academic units, or members of the Board of Regents (BOR). Self-nominations are not permitted.

2.2 A nomination shall not be considered unless the following materials are submitted as a complete packet:

2.2.1 Formal nomination letter explicitly addressing how the nominee satisfies the criteria and purposes established in System Policy 11.07, Granting of Honorary Degrees.

2.2.2 Biographical summary (not to exceed five pages)

2.2.3 Current curriculum vitae or professional résumé

2.2.4 At least two external letters of support

2.2.5 Signed certification statement by the nominator affirming that:

2.2.5.1 The nominee is not disqualified under System policy;
2.2.5.2 The nomination is not connected to any gift, pledge, or benefaction; and
2.2.5.3 No conflict of interest exists.

2.2.6 Incomplete or uncertified nomination packets shall not advance for committee review.

2.2.7 All nomination materials, deliberations, and committee discussions shall remain confidential and maintained in accordance with System records-retention requirements.

3. HONORARY DEGREE SELECTION COMMITTEE, VOTING, AND TIMELINE

3.1 The President or designee of the President will appoint an Honorary Degree Selection Committee consisting of:

3.1.1 Five senior faculty members, with representation from each academic college whenever feasible;

3.1.2 Two administrators.

3.1.3 A nomination must receive a majority vote of the full committee membership to advance.

3.1.4 Abstentions shall be recorded as votes not cast.

3.1.5 To ensure compliance with System and BOR deadlines:

3.1.5.1 Nominations must be submitted no later than 120 days prior to the anticipated commencement ceremony.
3.1.5.2 Committee review shall occur no later than 90 days prior.
3.1.5.3 Presidential review shall occur no later than 60 days prior to submission to the System Office.

3.2 At the option of the President, confidentiality will be maintained until awarding of the degree.

3.2.1. Late or incomplete submissions shall be deferred to a future review cycle.

4. VERIFICATION AND DUE DILIGENCE REVIEW

4.1 Prior to consideration, each nomination shall undergo a formal verification review coordinated by the Office of Institutional Advancement in consultation with the Office of Compliance.

4.1.1 This review shall confirm:

4.1.1.1 Completeness and accuracy of nomination materials;
4.1.1.2 Compliance with System Policy 11.07, Granting of Honorary Degrees;
4.1.1.3 Absence of conflicts of interest; and
4.1.1.4 Absence of prohibited quid-pro-quo relationships.

4.1.2 Only nominations passing verification may advance to the President.

5. LIMITIATIONS, CAPS, AND NOMINATION DURATION

5.1 To preserve the distinction and honor:

5.1.1 No more than one honorary degree may be awarded in a fiscal year, unless

otherwise approved by the Chancellor.

5.1.2 TAMIU is under no obligation to award an honorary degree in any given year.

5.1.3 Approved nominations not selected may remain active for up to three (3) years.

5.1.3.1 After three years, a new nomination packet must be submitted for reconsideration.

6. APPROVAL PROCESS

6.1 The Honorary Degree Selection Committee shall forward approved nominations to the President.

6.2 Upon presidential endorsement, nominations shall be submitted to the Chancellor and, if approved, forwarded to the System BOR for final action.

6.3 No honorary degree shall be publicly announced prior to BOR approval.

7. REVOCATION OF HONORARY DEGREES

7.1 Review shall be conducted by an ad hoc panel appointed by the President in consultation with System Office of General Counsel.

7.2 Following review, the President shall determine whether revocation is warranted.

7.3 The revocation decision shall be final and non-appealable, subject to System concurrence.

Related Statutes, Policies, Regulations, or Rules

System Policy 11.07, *Granting of Honorary Degrees*

Contact Office

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