



Permanent Memorandum No. 7 (PM-7), Revised

This memorandum supersedes PM-7 dated April 19, 1999

Effective Date: January 13, 2017

F. King Alexander, President

A handwritten signature in black ink that reads "F. King Alexander". The signature is written in a cursive style and is positioned to the right of the printed name.

LSU GUIDELINES FOR AWARDING HONORARY DEGREES

- I. Criteria for selection of individuals for nomination to receive an honorary degree.
 - a. Consideration for nomination should be based on the individual's contribution to his/her field of endeavor or to society in general. Individuals nominated should be of such outstanding character and distinction that their acceptance of such a degree would honor both Louisiana State University and the campus presenting the award.
 - b. Individuals who have made substantial contributions to the development of Louisiana State University, a campus of the University, the State of Louisiana or the Nation should be given special consideration for nomination to an honorary degree.
 - c. Current public office holders or candidates for office other than a sitting President are not eligible.
 - d. Current members of the LSU Board of Supervisors are not eligible and past members are not eligible until a period of two years has elapsed.

- II. Procedures for selection
 - a. Nominations should originate from the faculty of a college or school or a campus wide committee and be forwarded, with appropriate administrative endorsement, through normal academic channels to the President. The President will submit the nomination to the Executive Vice President and Provost, the University Committee on Awarding of Honorary Degrees and the members of the Board of Supervisors for review. Recommended candidates will then be submitted to the full Board.
 - b. In order to be placed on the Board of Supervisors Agenda, honorary degree nominations must be submitted to the President no later than six (6) weeks prior to the appropriate Board meeting.

III. Composition of the University-wide Committee on Awarding of Honorary Degrees.

- a. The highest elected faculty officer from LSU A&M, LSU Alexandria, and LSU Shreveport;
- b. The LSU A&M Vice President of Research & Economic Development;
- c. A faculty member from LSU Health Sciences Center New Orleans and LSU Health Sciences Center Shreveport shall be recommended by the respective Vice Chancellors for Academic Affairs and appointed by the Chancellor;
- d. The graduate deans of LSU A&M, LSU Shreveport, LSU Health Sciences Center New Orleans, and LSU Health Sciences Center Shreveport; and
- e. The Executive Vice President and Provost shall serve as ex officio chairman of the Committee.

IV. General Considerations:

- a. Each campus should limit the number of honorary degrees awarded during an academic year to two (2). However, additional degrees may be awarded under special circumstances, as approved by the LSU Board of Supervisors.
- b. Honorary degrees normally should be awarded at commencement ceremonies or other appropriate academic convocations.
- c. Each campus is encouraged to consider the use of alternate forms of special recognition, such as the awarding of a university medal, for those individuals who merit special consideration.
- d. It is critically important that nominations for honorary degrees are submitted in accordance with deadline provisions outlined in Section II(b) listed above.