

**CALL FOR NOMINATIONS FOR  
HONORARY ASSOCIATE DEGREE RECIPIENT(S)**

On January 8, 2007, the Genesee Community College Board of Trustees adopted guidelines and established criteria for nominations for Honorary Associate Degrees (Board Policy #1034). Such honorary degrees will be awarded to recognize:

1. individuals associated with the College who have earned extraordinary business, professional, civic, and scholarly accomplishments;
2. individuals who have made extraordinary contributions to the life and growth of Genesee Community College; and/or
3. individuals associated with Genesee Community College who are notable leaders in academic disciplines taught at the College.

The policy outlining the criteria and a form for nomination are attached hereto. Nominations should include:

- The nominee's name and address
- The nominee's primary business, professional, civic, and academic affiliations
- The criterion (criteria) upon which the nomination is based (see 1-3 above)
- A detailed description of the nominee's business, professional, civic, or academic accomplishments; contributions to the College; or leadership in his or her academic discipline
- References to awards, publications, or other public recognition of the nominee

Nominations should be submitted **by February 1, 2017** to:

Cathy Costello  
Executive Assistant to the President and  
Secretary to the Board of Trustees  
Genesee Community College  
One College Road  
Batavia, NY 14020  
(585) 345-6812  
[cecostello@genesee.edu](mailto:cecostello@genesee.edu)

**Genesee Community College  
Nomination for  
Honorary Associate Degree**

<i>Name of Nominee:</i>	
<i>Address:</i>	
<i>Telephone #:</i>	
<i>Email (if known):</i>	

***This nomination is based on the nominee (who has a connection to and/or association with Genesee Community College) having all or an appropriate combination of one or more of the following traits (check all that apply):***

- Extraordinary Business, Professional, Civic, and Scholarly Accomplishments*
- Extraordinary Contributions to the Life and Growth of the College*
- Notable Leader in Academic Disciplines Taught at the College*

***Please list the nominee's primary business, professional, civic, and academic affiliations (use separate sheet if needed):***

***Please list any awards, publications, or other public recognition of the nominee:***

*Recipients of honorary degrees will be individuals whose accomplishments, contributions, or leadership are well beyond ordinary or expected standards. Based on the criteria outlined in Genesee Community College Board Policy #1034, provide a detailed description of why this nominee is deserving of an Honorary Associate Degree.*

***DEADLINE FOR NOMINATIONS IS FEBRUARY 1, 2017***

*Submit nominations to:*

*Mrs. Cathy Costello  
Executive Assistant to the President and Secretary to the  
Board of Trustees  
Genesee Community College  
One College Road  
Batavia, NY 14020  
(585)345-6812  
[cecostello@genesee.edu](mailto:cecostello@genesee.edu)*

**GENESEE COMMUNITY COLLEGE  
BOARD OF TRUSTEES**

**POLICY**

**NUMBER: 1034**

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**TITLE: HONORARY ASSOCIATE DEGREES**

**DATE APPROVED: 4/13/15 Reaffirmed  
1/8/07 Previously Approved**

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***Purpose***

Under legislation enacted in 2006, Genesee Community College has the authority to confer honorary associate's degrees.

The College will award these honorary degrees to recognize:

1. Individuals associated with Genesee Community College who have earned extraordinary business, professional, civic, and scholarly accomplishments;
2. Individuals who have made extraordinary contributions to the life and growth of Genesee Community College;
3. Individuals associated with Genesee Community College who are notable leaders in academic disciplines taught at the College.

Recipients of honorary degrees will be individuals whose accomplishments, contributions, or leadership are well beyond ordinary or expected standards. In all cases, recipients will serve as an inspiration to members of the college community and serve as role models for students and citizens of the region.

Public acclaim, honor, and reputation of candidates may play a part in the nomination and selection of honorary degree candidates. However, because of the nature of their professions or service, some prospective nominees may not be well known despite the distinguished nature of their accomplishments or contributions. These individuals are equally worthy of consideration for honorary degrees.

***Eligibility for Honorary Associate Degrees***

Candidates for honorary associate degrees will generally exhibit one or more of the following traits:

1. Extraordinary Business, Professional, Civic, and Scholarly Accomplishments
  - Documented record of distinguished contributions to a particular field of endeavor or to human knowledge
  - Significant record of service to a field, profession, or organization important to Genesee Community College
  - Achievements that have significantly enhanced the well being of individuals on the local, state, national, or international level
  
2. Extraordinary Contributions to the Life and Growth of the College
  - Longstanding and significant record of volunteer or philanthropic support of the College
  - Longstanding record of public advocacy for the College
  - Extraordinary commitment to, and involvement in, activities that have positively influenced the growth and development of the College
  
3. Notable Leaders in Academic Disciplines Taught at the College
  - Record of innovation that has influenced the academic discipline on a national scale
  - Significant and highly respected contributions to the discipline, such as research, publishing, or speaking

Honorary associate degrees may *not* be conferred upon:

1. Current or recent (within the last five years) employees of Genesee Community College;
2. Current or recent (within the last five years) members of the Board of Trustees;
3. Currently elected or appointed public officials, or recently serving (within the last five years) public officials on the local or state level who have direct or indirect oversight of the College; or
4. Individuals who are pursuing a Genesee Community College degree or academic certificate.

### ***Selection Process***

1. Selection Committee

An Honorary Degree Selection Committee has oversight of the selection process, reviews all nominations for honorary associate degrees, and recommends candidates for honorary associate degrees.

The Honorary Degree Selection Committee will be appointed by the Chair of the Board of Trustees and comprised of two or more members of the College Board of Trustees. The Chair of the Board of Trustees may also appoint other members to the committee, including individuals drawn from the College's faculty and staff, alumni, or general public.

## 2. Nominations

In December of each year, the Selection Committee will invite members of the College community to nominate candidates for honorary associate degrees.

The Selection Committee may stipulate that nominations be submitted on an official form or by letter. All nominations will describe:

- The nominee's name and address
- The nominee's primary business, professional, civic, and academic affiliations
- The criterion (criteria) upon which the nomination is based
- A detailed description of the nominee's business, professional, civic, or academic accomplishments; contributions to the College; or leadership in his or her academic discipline
- References to awards, publications, or other public recognition of the nominee

Nominations will be addressed to the Secretary to the Board of Trustees by February 1.

Members of the College community will be asked to maintain the strictest confidentiality in submitting nominations and not to disclose any nomination to any candidate.

The Selection Committee will consider all nominations confidential. Nomination correspondence will not be subject to any form of public disclosure.

## 3. Deliberation and Selection

The Selection Committee will review all nominations for honorary associate degrees and is charged with recommending up to three (3) candidates to the Board of Trustees annually.

As part of the selection process, the Selection Committee will:

- A. Carefully consider the achievements, contributions, and leadership of nominees;
- B. Make a preliminary selection of candidates for honorary associate degrees from among the nominees;

- C. Designate the specific degree (A.A., A.S., or A.A.S.) most appropriate for candidates so selected;
- D. Notify candidates so selected of their nomination and inquire of each candidate his or her willingness to accept the nomination;
- E. Obtain assurance of candidates of their availability on the date the honorary degrees are to be conferred, and their understanding of the highly public nature of the honorary degree; and
- F. Formally recommend candidates who signify their acceptance to the Board of Trustees for consideration as recipients of honorary associate degrees.

The Selection Committee may elect to retain forms or letters of nomination for individuals not selected as candidates for consideration during the following or subsequent years.

### ***Awards***

Honorary degrees will generally be conferred during commencement ceremonies in May.

Recipients will be members of the commencement platform party.

In special circumstances, the Board of Trustees may authorize honorary degrees to be conferred during other academic ceremonies, such as convocations.