Procedures for reviewing certain bestowals of honors:

When bestowing an honor upon a person or persons unaffiliated with USD and not covered by existing policies (e.g., honorary degrees, alumni career achievement awards, emeritus faculty status) and the potential honoree is publicly identified with and known for positions that are not congruent with the University’s mission and its character as a Roman Catholic institution of higher learning, the person or persons proposing to bestow the honor (“the proponent(s)”) should consult with the following: their direct supervisor, the Dean (if applicable), the Provost, Chair of the Senate, and the Vice President of Mission and Ministry (“the relevant parties”) before offering to bestow the honor.

There should be a higher threshold when USD is considering rescinding an offer to bestow an honor. If after the offer has been made, facts come to light or developments occur that suggest a rescission of the offer may be appropriate because of incongruence with the University’s mission and its character as a Roman Catholic institution of higher learning, the proponent(s) or one or more of the relevant parties should notify the Chair of the Senate, who shall convene a special meeting of the Executive Committee of the Senate, the proponents and the relevant parties to discuss an appropriate course of action.

Definition of honor: The foregoing procedures shall apply to the following honors:

1. any express award or prize, however described, given by the university or by a department, college, school, center, institute or program and not covered by an existing policy; and
2. any title given by the university or by a department, college, school, center institute or program, if that title goes beyond a description of a person’s role at the university and designates an honor or distinction (for example, the designation of someone as an *honorary* or *distinguished* guest lecturer, an *honorary* or *distinguished* visiting fellow, an *honorary* or *distinguished* visiting scholar, an *honorary* or *distinguished* member, or an *honorary* or *distinguished* officer of an advisory board).

Anything falling outside the definition of honor contained here does not become an honor simply because it involves payment of an honorarium or stipend.

**Exclusions:** The foregoing procedures shall not apply to any of the following:

1. any award, however described, to a current faculty member or current student;
2. any offer of appointment to become a member of the faculty, regardless of the length of the appointment;
3. any offer of admission to the student body, regardless of the length of the admission;
4. any invitation issued by student organizations to speak to students;
5. any invitation to be guest lecturer, keynote speaker, visiting fellow, jurist in residence, visiting scholar, and member or officer of an advisory board (e.g., a school's board of visitors, a center's advisory board, or the board of an alumni association) that does not include designation of an honor or distinction;
6. any invitation issued by faculty members to participate in teaching a class; and
7. any award or prize bestowed by other institutions either in affiliation with USD or using USD facilities (e.g., Kyoto Prizes).