

USNH Honorary Degree at Keene State College

**NOMINATION FORM**

The University System of New Hampshire awards honorary degrees to outstanding individuals who bring honor, prestige, and recognition to the state; outstanding alumni, outstanding living benefactors of the system or its institutions; and individuals of national and/or international importance whose contributions have enhanced society as a whole or who have otherwise brought significant enrichment or benefit to particular groups.

**PLEASE NOTE: incomplete applications and those lacking sufficient documentation will be disqualified.**

**Nominee Information**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Telephone: \_\_\_\_\_

*Please list AND attach **supporting documentation** such as a bio, curriculum vitae, articles, awards, recognition, Web or other media information, research you have done on this individual and a **brief statement of rationale**.*

**Deadline: March 1**

**Contributions to the state, nation, and/or world:**

**Previous recognition information:**

**Significance of this person’s contributions:**

**Nominator’s Information:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Telephone: \_\_\_\_\_

I include substantive supporting documentation and a statement of rationale.

**Questions and nomination materials must be submitted electronically (preferred) to: [kdodge@keene.edu](mailto:kdodge@keene.edu)**

Kathryn G. Dodge, Special Assistant to the President  
Keene State College  
229 Main Street  
Keene, NH 03435-1504

PH: 603.358.2111  
FX: 603.358.2009

# USNH Honorary Degree at Keene State College

## NOMINATION PROCESS

The Keene State College honorary degree nomination process is initiated by the president and carried out by the nomination committee. Recommendations are considered by cabinet, approved by the President, and then recommended to the USNH Programs & Services Committee who makes recommendation to the full Board for final approval.

The nomination committee, chaired by the Special Assistant to the President, is comprised of nine individuals: the previous three recipients of the Distinguished Teacher Award, the previous three recipients of the Faculty Distinction in Research and Scholarship Award, one student, one staff member from each of the remaining divisions (Finance & Planning, Student Affairs and Advancement), and one alumnus. The student, staff, and alumni representatives will be selected by the student assembly, PAT and OS Councils (on a rotating basis), and KSC Alumni Association respectively. The special assistant to the president will serve as staff to the nomination committee.

Mid-fall semester (October) the nomination committee solicits nominations from faculty, staff, students and alumni. Nominations must include biographical information for the candidate and a rationale for the nomination. In mid-spring semester (April) a representative of the committee presents a list of agreed-upon candidates, sufficiently detailed information and a rationale for the choices to the President's Cabinet. By May 1<sup>st</sup> the president forwards to the USNH Programs & Services Committee final recommendation and rationale, including a summary of the nominees' accomplishments and an endorsement letter, and the Programs and Services Committee makes recommendation to the full Board for final approval for awarding the following year.

Nominees will be selected based on the following: individuals of national and/or international importance whose contributions have enhanced society as a whole, or who have otherwise brought significant enrichment or benefit to particular groups; outstanding alumni of the institution, whether residing in the state or out-of-state, or out of the country; outstanding living benefactors to the institution, whether their contributions are in-kind or not.

### **Eligibility:**

Current Keene State College and USNH employees are ineligible for nomination. With few exceptions, the honorary degree can each be conferred only once to an individual.

A recipient may not hold political office when an award is conferred, though a nomination may be accepted for an individual currently in political office. A recipient must be present upon the occasion of the conferral of an honorary degree.

### **Questions and nomination materials must be submitted to:**

Kathryn G. Dodge, Special Assistant to the President  
Keene State College  
229 Main Street  
Keene, NH 03435-1504

[kdodge@keene.edu](mailto:kdodge@keene.edu)

PH: 603.358.2111

FX: 603.358.2009

***Electronic submissions are preferred whenever possible.***