

## Chapter 12 -- Honorifics and Seals

12.01 **Retiring regents, chancellors, and presidents recognition.** In awareness of the years of dedicated service rendered by retiring members of the board, chancellors, and presidents, the TTU system will present to each retiring regent, chancellor and president an appropriate and distinctive symbol of recognition. This symbol will be presented at an official dinner honoring regents, chancellors, or presidents on or about the time of retirement from office.

### 12.02 Awards and Recognitions

12.02.1 **Infinito Horizonte Award.** The Infinito Horizonte Award is the highest award bestowed by the board and the Texas Tech University System. It may be bestowed upon an individual (alumnus, non-alumnus, faculty member, staff member, or administrator) who has significantly broadened the horizons and excellence associated with the TTU system.

- a. The award will be presented on an occasional, rather than a regular, basis and will include consideration of such factors as:
  - (1) A record of commitment to securing significant financial support for the TTU system;
  - (2) A demonstrated participation in the affairs of the TTU system that reflects a deep personal commitment to the mission and purpose of the TTU system over a sustained period of time;
  - (3) Heroic efforts above self in the attainment of national and international recognition for the TTU system; and
  - (4) Recommendation of the TTU system Board of Regents.
- b. The award will be funded by the Chancellor's Council and will be an appropriate and distinctive piece of crystal, the

transparent qualities of which are symbolic of endless horizons.

12.02.2 **Distinguished Service Award.** A Distinguished Service Award may be presented by the board to individuals in recognition of distinguished contributions to the TTU system in support of teaching, research, or public service programs.

12.03 **Plaques commemorating ex-chancellors and ex-presidents.** Ex-chancellors and ex-presidents of the TTU system administration and the component institutions shall be recognized by the permanent installation of plaques noting the contributions of each during the individual's tenure in office. This policy does not apply to interim chancellors or interim presidents. The following guidelines are established for carrying out this tradition.

12.03.1 **Style.** Each plaque will bear a likeness of the chancellor or the president, the term of office, and a brief account of the significant contributions made by that individual's administration. As far as possible each plaque will conform to the style of previously-installed plaques.

12.03.2 **Historical perspective.** A period of five years must elapse between the time of a chancellor's or president's leaving office and the preparation of plaque copy in order that each plaque will reflect a proper historical perspective.

12.03.3 **Historian selection.** Qualified historians are to be selected to prepare the text for the plaques.

12.03.4 **Board approval.** The board will approve the text, the installation of each plaque, and its proposed location.

12.04 **Honorary degrees**

12.04.1 **Guidelines.** Honorary degrees may be conferred for public service, scholarship, or other contributions in the public interest in accordance with the following guidelines:

- a. Honorary degrees may be conferred:
  - (1) to recognize excellence in the fields of scholarly pursuits and education, the sciences, humanities, the arts, public affairs, business, philanthropy, and social services which exemplify the missions and scope of TTUS;
  - (2) to honor distinguished and outstanding service to TTUS, the State of Texas, the United States, or to the world;
  - (3) to recognize those persons whose lives serve as examples of the aspirations of TTUS for its students; or
  - (4) to recognize an individual from industry or government who has achieved national or international distinction through significant contributions to society and scholarly endeavors in particular.
  
- b. The following are among the factors and attributes that should be considered during a review of nominations for an honorary degree:
  - (1) What is the specific content of the nominee's contribution?
  - (2) Of all possible contributors to the field of endeavor, why is this nominee of exceptional merit?
  - (3) Why is the field of the nominee especially appropriate to TTUS?
  
- c. In all honorary degree candidates, the person's scholarly, creative, professional, service, or occupational achievements should be placed in a framework of high personal integrity, character, and concern for the public good.

- d. Although past, present, or future gifts, grants, or other donations to TTUS shall not be a primary consideration in whether a person is awarded an honorary degree, such gifts, grants, or other donations to TTUS shall not disqualify a person from being awarded an honorary degree from a TTUS institution.
- 12.04.2 Eligibility. The following persons shall not be considered for an honorary degree:
- a. A person who is a current or former faculty member, administrator, or other employee or state officer affiliated with TTUS unless the person has been separated from TTUS for at least two (2) years.
  - b. A person who has direct political, legal, or budgetary authority over TTUS, including but not limited to candidates for political office and elected officials currently in office.
- 12.04.3 Nominations. Nominations for honorary degrees may be made by faculty, students, staff, administrators, or members of the board.
- 12.04.4 Nomination evaluation. Nominations shall be evaluated by an advisory committee appointed by the president, with administrative, faculty, and student representation, and recommendations shall be made to the president.
- 12.04.5 Recommendations and authorization. Honorary degrees conferred by the component institutions shall be recommended by the president to the chancellor and authorized by the board.
- 12.04.6 Chancellor's duty. The chancellor shall inform the board of nominations at least one month prior to the board meeting when candidates are scheduled to be considered for approval. The notification to the board shall include a justification of why the person nominated is deserving of an honorary degree.

- 12.04.7 Confidentiality of the process.
- a. Prior to a public announcement by the chancellor or president of the institution awarding the honorary degree, all matters relating to a proposed honorary degree shall be held as confidential.
  - b. An agenda item for the board's consideration of an honorary degree shall not include the name of the person nominated.
  - c. Prior to an official notification made in accordance with Section 12.04.8 herein, under no circumstances should a person nominated for an honorary degree be informed that the person's name has been put forward.
- 12.04.8 Notification to the recipient. After the board has approved the conferral of an honorary degree, an official notification to the nominee of the institution's wish to confer the honorary degree shall be made by the chancellor or president of the institution, as appropriate, on behalf of the board.
- 12.04.9 Award. Honorary degrees shall be awarded at a commencement ceremony or at a time and place mutually agreeable to the president, chancellor, board, and the recipient.
- 12.04.10 Rescission of an honorary degree. In unusual and unforeseen circumstances, the board reserves the right to rescind an honorary degree that previously had been conferred.

12.05 **Schools, colleges, centers, institutes, and other naming not a facility or gift related naming.** Naming of schools, colleges, centers, institutes, and other academic or administrative units or programs not specifically addressed in Sections 06.06 or 08.05, *Regents' Rules*, must receive final approval from the board before said designation can be announced.

12.06 **TTU system seals.** The TTU system seals authorized for official use are those in the official Identity Guidelines of the TTU system, as approved by the board on August 12, 2005. The seals depicted in this section are shown for illustration purposes only, as the official Identity Guidelines

provide different styles for the TTU system seal, the TTU seal, and the TTUHSC seal. The seal for ASU, which officially joined the TTU system on September 1, 2007, also is depicted; and its use is governed by OP 26.07 of the ASU Operating Policy and Procedure Manual.

12.06.1 The TTU system seal:



12.06.2 The TTU seal:



12.06.3 The TTUHSC seal:



12.06.4 The ASU seal:



12.06.5 Seals custodian. The secretary of the board is the custodian of the seal of the TTU system. The president of a component institution is the custodian of that institution's seal. The TTU system seal shall be used by the secretary to attest to acts of the board and its chair and to demonstrate the validity and authenticity of documents, artifacts, deeds, contracts, and other instruments as authorized by the board. The president of a component institution shall use the institution's seal to attest to the authority of administrative or executive officers of that component institution.

12.06.6 Seals authorized use. The secretary is authorized to permit the registrars of component institutions to use the appropriate seal for the purpose of authenticating student transcripts.

12.07 **The TTU School of Law seal.** The TTU School of Law is authorized to maintain and use a seal for the school. The shield within the School of Law seal shall be identical to the shield within the seal of Texas Tech University, and the text in the ring surrounding the shield shall be "Texas Tech University School of Law." The dean of the School of Law shall be the custodian of the School of Law seal. The dean and the registrar shall use the seal for those purposes which the dean and registrar deem appropriate.

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*Index of Chapter 12 amendments adopted since December 12, 2008:*

<u>Section</u>	<u>Date</u>	<u>Description of Amendment</u>
12.04	8-5-11	<p>The honorary degree policy was revised to:</p> <ul style="list-style-type: none"><li>-- provide additional guidelines for when the conferral of an honorary degree is appropriate;</li><li>-- expand the list of those who are not eligible to receive an honorary degree;</li><li>-- require that the advance notification to the Board include a justification of why the person nominated for an honorary degree is deserving of the award;</li><li>-- add confidentiality provisions for the honorary degree process;</li><li>-- add a process for notification to the recipient of an honorary degree;</li><li>-- add the ability for an honorary degree to be presented to the recipient at a time and place different than a commencement ceremony; and</li><li>-- add the ability for the Board to rescind a previously-awarded honorary degree should that become necessary and appropriate.</li></ul>
12.05	12-17-09	<p>A revision clarified that, when a naming of an academic or administrative unit or program is not governed by the facility- or gift-related naming provisions in Sec. 08.05 or 06.06, the naming of an academic or administrative unit or program must be approved by the board.</p>