

## Chapter 12 -- Honorifics and Seals

### *Dates Approved or Amended:*

- *Comprehensive review/amendments* .... 08-09-2013
  - *Amendments* ..... 12-12-2014   • §12.06 (added honorary statue policy; re-numbered subsequent sections)
  - *Amendments* ..... 05-19-2017   • §12.09 (authorized a TTU–Costa Rica seal monument)
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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 former chancellors and former presidents.** Former chancellors and former 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 **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 disqual-

ify 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, current or former members of the board, and alumni.
- 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 Other honorific naming not a facility or gift related naming.**

12.05.1 Any naming in honor of one or more individuals, foundations, corporations, or other entities that is not specifically addressed in Sections 04.11, 06.06 or 08.05, *Regents' Rules*, must receive final approval from the board before said designation can be announced.

12.05.2 In unusual and unforeseen circumstances, the board reserves the right to remove a previously-approved honorific naming.

**12.06 Honorary statue, sculpture, or other artistic representation.**

12.06.1 The review and approval process for the commissioning, purchase, or gift acceptance of an honorary statue, sculpture, or other artistic representation that depicts one or more specific individuals or that otherwise honors any specific individual, group, foundation, corporation, or other business entity shall

follow the review and approval procedures established for the Public Art Collection, as provided in Section 08.02.4.e, *Regents' Rules*.

12.06.2 The board shall approve in advance the commissioning, purchase, or acceptance of a gift by the TTU system of any honorary statue, sculpture, or other artistic representation.

12.06.3 For the purposes of this section, an honorary statue, sculpture, or other artistic representation includes any such work of art that:

- a. is planned and executed with the specific intention of being sited, staged, or exhibited permanently in or on any building or structure, any improved or unimproved land, or any part of any such buildings, structures, or land that is owned, used, or occupied by the TTU system;
- b. is accessible to the public; and
- c. is not a work of art that is or will be owned or held by the Museum of Texas Tech University, the National Ranching Heritage Center, or any other institutional gallery or museum entity owned or maintained by the TTU system.

12.06.4 In unusual and unforeseen circumstances, the board reserves the right to rescind a previous approval and require the removal of an honorary statue, sculpture, or other artistic representation.

## 12.07 **TTU system seals.**

12.07.1 Authorized seals. The TTU system seals authorized for official use are those in the Board Policy Statement entitled, "Seals of the Texas Tech University System." The seals depicted in this Board Policy Statement provide different styles for the seals of the TTU system and the component institutions, and the Board Policy Statement also addresses the manner in which each of the seal variations may be used.

12.07.2 Seals custodian and authorized use.

- a. TTU system seal custodian. The secretary of the board is the custodian of the seal of the TTU system.
- b. Component institution seal custodian. The president of a component institution is the custodian of that institution's seal.
- c. Seals authorized use. In addition to the guidelines for use of seals provided in the Board Policy Statement entitled, "Seals of the Texas Tech University System," the following applies to the use of seals:
  - (1) 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.
  - (2) 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.
  - (3) The secretary is authorized to permit the registrars of component institutions to use the appropriate seal for the purpose of authenticating student transcripts.

12.08 **The TTU School of Law seal.** The TTU School of Law is authorized to maintain and use a seal for the school. The School of Law seal authorized for official use is governed by the Board Policy Statement entitled, "Seals of the Texas Tech University System." 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.

12.09 **The TTU–Costa Rica seal monument.** The TTU–Costa Rica campus is authorized to publicly display a seal monument that includes the TTU seal with "Costa Rica" inscribed within the seal. The TTU–Costa Rica seal authorized for such a seal monument is governed by the Board Policy Statement entitled, "Seals of the Texas Tech University System."