WARTBURG COLLEGE
Honorary Degrees
Guidelines and Procedures
Approved February 2016, revised December 2025

Purpose

Wartburg College confers honorary degrees to celebrate and honor individuals who, by virtue of their distinguished service or outstanding achievements, have demonstrated over their life and career the personal qualities and values the College espouses in its mission. By publicly awarding honorary degrees, Wartburg associates itself with exemplary work in various fields of endeavor, which serves as an example to our students, our alumni, and society.

Qualifications/Eligibility

- Honorary degree candidates have a record of distinguished service and/or outstanding achievement in his or her life's work.
- Candidates represent a diversity of professions, educational backgrounds, cultures, and personal characteristics.
- Candidates' character, conduct, and concerns are consistent with the fundamental principles underlying the College's mission and values.
- Current employees of the College are not eligible for consideration.
- Current members of the Board of Regents are not eligible for consideration.
- Individuals holding elective or appointive public offices and those campaigning for office are not eligible for consideration.
- Retired faculty and staff of the College may be considered for an honorary degree but only in extraordinary circumstances. The Wartburg Medal is better suited for honoring service to the College.
- Honorary degrees are not awarded posthumously, unless the invitation was made and accepted prior to the individual's death.
- Honorary degrees are not awarded in absentia.

Guidelines

- To preserve the value and distinctiveness of the honorary degree, no more than two degrees will be conferred each academic year; honorary degrees need not be awarded every year.
- Honorary degrees may be awarded at May Commencement or, if necessary, at other formal College ceremonies.
- Honorary degrees which may be awarded by the College, but not limited to, are:
    - Doctor of Divinity (D.D.)
    - Doctor of Fine Arts (D.F.A.)
    - Doctor of Humane Letters (D.H.L.)
    - Doctor of Laws and Literature (LL.D.)
    - Doctor of Letters (Litt.D.)
    - Doctor of Music (Mus. D.)
    - Doctor of Science (Sc.D.)
- The Appointment, Rank, and Tenure Committee will specify the degree to be awarded in their recommendation to the faculty.

Nomination Procedure

- Letters of nomination may be submitted to the Office of the Dean of the Faculty at any time and by any member of the College community (faculty, staff, administrators, alumni). The nominator should also include a biography, curriculum vitae (if applicable), letters of support, and other supporting materials. See timeline below for suggested flow of the nomination and approval process.
- The Dean's Office will maintain a file which contains the names of candidates and supporting documentation for at least five years before being removed from consideration.
- A name (or names) from this file of nominees will be presented to the Appointment, Rank and Tenure Committee by the Dean of the Faculty for their review and consideration.
- Nominees who are determined by AR&T as meeting the qualifications will be presented to the full faculty for a vote. This vote may be made at a regularly scheduled faculty meeting or by written memorandum and ballot to all voting members of the faculty. Majority support by those who cast a vote is necessary for approval of awarding the honorary degree.
- Names of individuals who receive the support of the faculty will be submitted by the Dean of the Faculty to the College President and the Board of Regents for final approval on conferring the honorary degree.
- In the event that the President or Board of Regents do not accept a recommendation from AR&T and/or the faculty, the President will communicate the reasons for not doing so in a timely manner.
- The President extends the invitation to those selected to receive an honorary degree with potential dates and logistical details.
- The President's Office, in coordination with the Office of the Dean of the Faculty, will prepare the citation, order the appropriate doctoral hood, and plan the presentation of the honorary degree. A representative of the faculty will be asked by the Dean of the Faculty to present the candidate and assist in the awarding ceremony.

Rescission of Honorary Degrees

If an honorary degree recipient has acted in a manner as to bring the College's name into disrepute, dishonor the College's standards, or otherwise be contrary to the best interests of the College, that recipient's honorary degree may be rescinded by the President, in consultation with the Board of Regents, Dean of Faculty, and Appointment, Rank, and Tenure Committee.

Timeline

March 1	Nominations close
March-April	AR&T Committee reviews nominations and makes recommendations to the faculty for a vote.
May	Names of individuals who receive the support of the faculty are submitted by the Dean of the Faculty to the President and the Board of Regents for final approval. Conferral takes place at the next May Commencement or other formal College ceremony.