

THE CITADEL  
The Military College of South Carolina  
171 Moultrie Street  
Charleston, SC 29409

MEMORANDUM  
NUMBER 1-002

25 April 2015

**NOMINATION AND AWARD OF HONORARY DEGREES,  
THE PALMETTO AWARD AND OTHER HONORS POLICY**

**1. PURPOSE**

The Board of Visitors is empowered to confer honorary degrees and award such other honors on persons of distinction as it shall deem proper. The Honorary Degree is the highest award the Board of Visitors may award. The Palmetto Award is the second highest award. This Policy sets forth the process and criteria for nomination and awarding of Honorary Degrees and the Palmetto Award. This policy also describes the process by which the Board may make other special recognition as the Board may, from time to time, deem appropriate.

**2. REFERENCE**

[S.C. Code Ann. 59-121-50 \(1976\)](#)

**3. DEFINITIONS**

- A. Honorary Degree: An honorary degree is an academic degree for which a college or university has waived the usual requirements of completing a course of study.
- B. Palmetto Award: The Palmetto Award is presented annually by The Citadel Board of Visitors to cadets, faculty, staff or alumni in recognition of exceptional performance that reflects great credit on the College or the State of South Carolina.

**4. POLICY**

A. Honorary Degree and Palmetto Award

1. Nomination Process

- a. Alumni and friends of The Citadel are encouraged to submit nominations to the Office of the Provost by hard copy or by e-mail ([provost@citadel.edu](mailto:provost@citadel.edu)). All nominations must be accompanied by supporting documentation. Nominations will be confidential.
- b. A Faculty Committee shall also solicit, consider, and forward nominations of individuals of great distinction in the fields of scholarship, science, military and public service, the arts and the professions.

- c. Nominations for Honorary Degree recipients will be accepted no later than 1 September of each academic year. Nominations for Palmetto Medal recipients will be accepted no later than 1 September of each academic year.

## 2. Honorary Degree Criteria and Selection

- a. An honorary degree from The Citadel may be awarded by the Board of Visitors based on the following criteria:
  - 1) The achievement by an individual of a position of personal or professional eminence and distinction in a field of learning, the professions, the military, scholarship and arts, or in public service.
  - 2) A compelling reason why it would be particularly fitting for The Citadel to honor the nominee, in the form of a clear link between the nominee's achievements and The Citadel's mission and its core values. The Board particularly welcomes nominations of alumni, friends and individuals who have a close affiliation with The Citadel. Normally, however, individuals who are or have been members of The Citadel faculty or administration shall not be considered.
  - 3) The appropriateness of recognizing this individual at commencement, before an audience of the South Carolina Corps of Cadets or students of The Citadel Graduate College and their families and friends.
  - 4) Upon the recommendation of the President, the Committee may also consider awarding an honorary degree to the commencement speaker for The Citadel Graduate College and send an appropriate recommendation to the full Board of Visitors.
- b. Honorary Degree awards are limited to no more than five per year, to include an Honorary Degree for the Corps of Cadets commencement speaker. Exceptions to this limit must be approved by the Board of Visitors.
- c. The Board of Visitors shall vote and shall require a simple majority of the members present.

## 3. Palmetto Medal Criteria and Selection

- a. A Palmetto Medal may be awarded by the Board of Visitors based on the following criteria:
  - 1) Exceptional service to The Citadel, the City of Charleston, the State of South Carolina, or the United States which demonstrates the ideals of The Citadel.

2) Members of the Board of Visitors are ineligible to be awarded or receive an Honorary Degree or Palmetto Medal during their tenure on the Board. Board members may be considered for these honors after their term on the Board has been completed.

b. Palmetto Medal awards are limited to two annually with one award to a deserving cadet and one award to a non-cadet. One additional Palmetto Medal may be awarded each year, if, in the opinion of the Board of Visitors, there is an exceptionally deserving nominee. The decision to award a Palmetto Medal to each nominee must be unanimous.

#### B. Board of Visitors Emeritus

A member of the Board of Visitors who has served for at least eighteen years and who, in the opinion of the Board, has contributed significantly to the governance of the College, may be elected a "Member Emeritus" by an affirmative vote of three-fourths of the votes cast.

#### C. Presentation of Diplomas

The Board shall allow mothers, fathers, stepmothers, stepfathers, grandmothers or grandfathers who are Citadel graduates from the South Carolina Corps of Cadets, Citadel Graduate College, or Veterans Program to present diplomas to cadets or graduate students who are their sons, daughters, grandsons, or granddaughters at the graduation ceremony of the South Carolina Corps of Cadets or Citadel Graduate College. The Board may grant exceptions to this policy as it deems appropriate.

#### D. Naming of Facilities

The Board shall approve the naming of facilities in accordance with such policies and procedures as it shall adopt, from time to time.

### 5. COMPLIANCE

Failure to comply with this policy may prevent a deserving individual from receiving appropriate recognition from The Citadel.

### 6. NOTES

#### A. Dates of Official Enactment and Amendments:

Approved by the Board of Visitors on 25 April 2015

#### B. Responsible Department:

Board of Visitors

**C. Responsible Official:**

Chairman of the Board of Visitors

**D. Cross References:**

[College Regulations](#)

[Policy and Procedures for Gift Naming Opportunities and Other Recognition](#)

**7. RESCISSION**

None.

**8. REVIEW**

This Policy shall be reviewed by the Board of Visitors at least every two (2) years and revised as necessary.

FOR THE BOARD OF VISITORS:

OFFICIAL

*//signed, WMS, 25 April 2015//*

W. MICHAEL STEELE

Lieutenant General, USA (Retired)

Chair, The Citadel Board of Visitors