



### Posthumous Degree Guidelines

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<b>Policy Administrator:</b>	Office of the President
<b>Policy Initiator:</b>	President
<b>Authority:</b>	<b>Office of the President</b>
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<b>Approved:</b>	President Thomas A. Cropper
<b>Approval Signature:</b>	/s/

#### **Purpose:**

The purpose of the Posthumous Degree Guidelines is to provide families with an opportunity to receive a degree after a cadet or graduate student has passed.

#### **Background:**

The passing of a student is traumatic to families and friends and is a loss to the entire Keelhauler community. To help bring some comfort and closure, Cal Maritime has had a long history of compassionate interactions with families and friends of cadets and graduate students who have passed while enrolled at the University. The awarding of a posthumous degree is an additional means of closure for family and friends of the deceased cadet as well as to the University community.

In the absence of a formal policy from the California State University system, Cal Maritime grants the decision of bestowing such degrees to the President in consultation with these guidelines.

#### **Procedure:**

A posthumous degree can be conferred for a deceased cadet when they have completed all degree requirements, (including any reasonable substitutions of courses for major or other graduate requirements) or when a cadet, upon death, was enrolled in the final degree requirements and was clearly on a trajectory to complete all requirements.

In other cases, when a cadet has made significant progress towards the degree, an honorary posthumous degree may be granted and noted on the cadet's transcript. To ensure uniformity in issuing such degrees, the following guidelines will be used:

A. Bachelor's Degree:

- a. Cadet should have completed at least 50% of their major requirements, and
- b. Cadet should have an overall General Education and major GPA of at least 2.00

B. Graduate Degree:

- a. Cadet should have advanced to candidacy, and
- b. Cadet should have completed 75% of their degree program, and
- c. Cadet should have a GPA of at least 3.00

A family member or other interested party may request the conferral of the posthumous degree. A Dean, Department Chair, faculty member, or other administrator may advance the request by putting forward a recommendation. Working with the division of Cadet Leadership and Development (CLD) to verify eligibility, the recommender shall submit a formal recommendation to the Provost and Vice President of CLD. The Provost and Vice President of CLD shall review the recommendation and provide independent recommendations to the President. The President shall review the recommendations and decide on issuing a posthumous degree.

Following the President's approval, the Office of the President in partnership with the Vice President of CLD and Dean of Cadets shall verify that the cadet's family is interested in the issuance of the posthumous degree. If the family desires the degree, a memorandum shall be distributed to the appropriate School and Commencement Planning Committee to ensure that the student is recognized appropriately at Commencement and the family shall be provided with a posthumous diploma.

Should the family not be interested in a posthumous degree, the requesting party shall be notified, and the matter will be closed.