

EMERITUS CLASSIFICATION

The rank of emeritus may be conferred on a retired faculty or staff member who has rendered meritorious service to the College. The rank may be conferred upon the recommendation of the appropriate vice president and subject to approval by the President and the Board of Governors in accordance with the procedures for emeritus classification.

Original policy date: 11/14/74 (Code 4119.02, Item #0722)

Revision date: 05/12/94 (Code 4122, Item #6840)

Revision date: 04/11/96 (Code 4122, Item #7551)

Revision date: 03/13/97 (Code 4122, Item #7957)

Revision date: 06/10/99 (Code 4122, Item #8527)

EMERITUS CLASSIFICATION**PROCEDURES**

To maintain a continued professional relationship between retired faculty and staff members and the College for the advancement of the institution in serving students and area citizens to such a degree as his/her health and strength permit.

Definition: A status awarded to retired faculty and staff in recognition of their service to the College.

Appointment:

- A. The rank is accorded to members who have provided meritorious service to the College and completed a minimum of 15 years of service at the College. Exception to this term of service may be made by the Board of Governors.
- B. The application for an emeritus appointment is to be initiated by the division in which the candidate held his/her full-time appointment and approved by the immediate supervisor, the appropriate vice president, the President and the Board of Governors.
- C. The recommending appropriate vice president and the immediate supervisor shall compile a set of supportive credentials to be submitted with the application. These credentials must include the following:
 1. Documentation that the minimum years of service has been fulfilled.
 2. A resume for the candidate's service to education, especially highlighting time at the College.
 3. Letters of recommendation from at least three (3) individuals including full-time and/or adjunct staff and/or an individual within the College who is professionally acquainted with the candidate.
 4. A vote of support by the members of the recommending college division.
 5. A statement from the recommended faculty or staff member that he/she is agreeable to the College.

Exceptions to the above criteria may be granted by the President for exceptional contributions to the College.

- D. Privileges available to individuals with emeritus classification:
1. Listed College directory and bulletin.
 2. Business Cards (Emeritus).
 3. Tuition remission for individual.
 4. Faculty and staff privileges for use of recreational facilities.
 5. Faculty and staff privileges for College sponsored cultural and athletic activities.
 6. Faculty and staff library privileges.
 7. Use of College facilities for college-approved activities.
 8. Parking sticker (if applicable).
 9. Voice mail box, e-mail address and Internet access (if applicable).
 10. Participation in college-wide activities (e.g. holiday luncheons, awards, commencement).

If any of the above privileges should cease to be privileges for faculty and staff, then they will cease to be privileges for those with emeritus standing as well.

- E. In accepting the rank of emeritus the individual shall provide continued support of the College as follows:
1. Encourage continuing involvement in the academic and professional activities of the College that may include program development, student advisement, and part-time teaching as requested by the appropriate vice president and/or the President.
 2. Represent the College at state events and local community activities as requested by the vice president and/or the President.
- F. The College may rescind any rank or privileges should it be necessary to do so.

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