

 Administrative Policy	Chapter 2 – Human Resources  <b>FACULTY EMERITUS</b> <b>POLICY 205</b>
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## 205 **Faculty Emeritus Titles**

Emeritus is a designated honorary status ~~in the faculty~~ that may be conferred upon a retired ~~member of the faculty~~ ~~employee~~ or in anticipation of the retirement of an ~~employee~~ ~~faculty member~~, effective upon retirement. Conferring of these titles is not automatic upon retirement. The title confers lifetime ~~academic~~ appointments and shall be conferred based upon individual distinction and quality of ~~significant~~ contribution and service to the College. Emeriti will remain in force until death. The emeritus appointment carries no formal associated responsibilities or compensation.

### 205.1 **Qualifications**

- Any retired ~~tenured faculty member~~ ~~employee~~ may qualify for emeritus status after at least 20 years of ~~continuous~~ service.
- Any ~~faculty~~ ~~employee~~ retired prior to approval of this policy that has not previously been awarded emeritus status may be appointed to such status retroactively to the date of his/her retirement.
- Persons who hold an emeritus title at other institutions normally are not eligible for an emeritus title at Lower Columbia College.

### 205.2 **Privileges and honors attendant to emeritus status**

- Listing in the college ~~catalog and other~~ publications as appropriate.
- An ~~faculty~~ identification card denoting emeritus status.
- ~~Faculty~~ Library and computer lab privileges.
- Access to college events, performance, athletic events and college publications as available to all members of the faculty.
- An invitation to college receptions and similar events including commencement.

#### **Procedure:**

Upon publication of an ~~employee's~~ ~~faculty member's~~ intent to retire, the ~~employee, faculty member or their~~ ~~his/her~~ department ~~or their supervisor~~ may initiate a letter of request for ~~Faculty~~ Emeritus status. The letter of request shall include the ~~faculty member's~~ ~~employee's~~ qualifications for the title. These qualifications should demonstrate the ~~faculty member's~~ ~~employee's~~ individual distinction and quality of contribution and service to the College. It is expected that the committee will look for a record of achievement that establishes the candidate as an employee of extraordinary distinction. The ~~faculty~~ letter will be submitted to the Sabbatical Committee who will review the documentation and make a recommendation to the President. Other non-faculty recommendations will be reviewed by the Executive Leadership Team.

Upon recommendation from the President and approval by the Board of Trustees, the ~~faculty member~~ ~~employee~~ will be granted emeritus status. However, the Board of Trustees

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may rescind such status for just cause. The President will publish the ~~faculty member's~~ employee's appointment to emeritus status to the campus community during commencement.

Historic Review:

- Replaces Policy 319
- Adopted: April, 2003
- Reviewed by the Cabinet and Leadership Team: November, 2008
- Campus Review: February 1-22, 2009
- Adopted: February 23, 2009
- Reviewed by Executive Leadership Team-No Changes Needed: May 8, 2019

**Resources, References, Procedures, or contact information relating to this policy**

Resource/Reference/Procedure	Title	Unit Responsibility
<a href="#">Faculty Contract</a>	Faculty Emeritus Nominating Procedure	VP of HR and Legal Affairs Faculty Negotiating Team