

Emeritus Policy

Emeritus recognition is an honor bestowed by the Grossmont-Cuyamaca Community College District on a faculty member following retirement from a career of meritorious service to the college. Emeritus status may be awarded posthumously. Emeritus status may be sought on behalf of the honoree by 1) an academic department/program, 2) the appropriate dean/vice president of the college, or 3) three or more tenured faculty colleagues. The person(s) nominating the honoree shall be responsible for providing the president of the Academic Senate with a completed *Nomination for Emeritus Status* form and supporting documentation. Upon recommendation by the Academic Rank Committee (ARC) and approval by the Academic Senate and Governing Board, the honor will be bestowed by the president of the college in a public ceremony such as convocation or at the next commencement ceremony following approval.

ARTICLE I – Requirements

- A. Twenty (20) years of faculty service to the District.
- B. At least four criteria listed in Article IV, to include at least one criterion from each category or rank of full professor.
- C. All applicants, including those who already possess the rank of full professor, must have a record of recent service to the college during the last 8 years of employment as reflected in requirement B above.

ARTICLE II – Application Process

Person(s) nominating the honoree:

- A. Obtains a *Nomination for Emeritus Status* form.
- B. Completes the form.
- C. Secures verification of years of service from the District Employment Services Department.

ARTICLE III – Approval Process

- A. Submit completed application to the Academic Senate president or the chair of the ARC.
- B. The procedures outlined in Article V points A through G will be followed.
- C. Upon recommendation of the ARC and approval by the Academic Senate, the application will be submitted to the college president for presentation to the Governing Board for action. The Governing Board is the only entity which can confer emeritus status.

ARTICLE IV – Criteria

- A. Criterion One – Professional Achievement
 - 1. Possession of an earned doctorate from an accredited institution.
 - 2. Initiated and played a major role in the implementation of an educational program recognized by the ARC as a significant benefit to students.
 - 3. Made significant contributions to the community's cultural enrichment through personal achievements in the performing, literary and/or visual arts.
 - 4. Authored or co-authored a refereed text or research article, or computer software in petitioner's subject specialty (recognized by the ARC as significant).
 - 5. Made presentations at professional conferences or meetings recognized by the ARC as academically significant to petitioner's discipline.

6. Obtained outside funding or grants to enhance the college's teaching, research and/or educational resources.
 7. Demonstrate excellence in teaching, counseling or librarianship. This requires an "Excellence in Teaching" award (not nominations), and/or three evaluations of 4.75 or higher (as evidenced by evaluation summary sheet provided by the applicant.)
 8. Other professional achievement recognized by the ERC as at least equal in significance to any of the above.
- B. Criterion Two – College Service
1. Served at least four years as a department chair or coordinator.
 2. Served at least four years as an active member of the Academic Senate. (As evidenced by listing in the roll call recorded in the minutes or having served as an officer.
 3. Served at least four years on one major committee or two years on two major college or District committees (e.g. Curriculum Committee, Program Review Committee, Academic Master Plan committee, Instructional Technology Plan Committee, Student Services Master Plan Committee, Student Success Committee, Professional Development Committee).
 4. Chaired one of the above major committees for a period of at least one year.
 5. Other college service which the ARC deems to be at least equal in significance to any of the above [including major college or district committees not listed in number 3. Ex. Chair College Accreditation Committee (not subcommittee), club advisor for four years, receiving "Golden Rainbow Award," etc.]

ARTICLE V – Procedures

- A. The Academic Rank Committee (ARC) consists of five members appointed by the Academic Senate Officers.
- B. Recommendations to approve Emeritus Status by the ARC will be by a super majority vote.
- C. Nominees who do not receive a super majority vote will receive a written explanation.
- D. The names of the nominees who meet all criteria will be forwarded to the president of the Academic Senate to present to the Senate for approval.
- E. Approval of the emeritus status shall require a majority vote of the senators present at a regular meeting of the Academic Senate.
- F. The Academic Senate will forward in an annual report the names of faculty approved for emeritus status to the college president.
- G. The college president will forward the names through normal channels to be placed on the Governing Board agenda.