

Section: Employee/Labor Relations

Section Number: 4.8.13

Subject: Administration: Emeritus Appointments

Date of Present Issue: 09/13/96

Date of Previous Issues:

POLICY:

The Board of Trustees may grant Emeritus status in recognition of demonstrable meritorious service on behalf of the University by administrative staff members. This designation may be assigned to administrators who have terminated their responsibilities as a result of retirement after a minimum of ten years at the University and who have attained the age of 55.

Individuals shall become eligible for consideration for an Emeritus appointment upon retirement. The designation Emeritus shall be appended to the title of the position held at retirement, e.g., Vice President for Business and Financial Operations.

No compensation accrues by the granting of Emeritus status. The following privileges, however, are available to recipients of the title: staff parking at specified locations upon receiving a valid parking permit; access to Library services; participation in ceremonial and social functions of the University when appropriate; listing in the University's Catalog.

PROCEDURE

<u>WHO</u>	<u>DOES WHAT</u>
Vice President	1. The Vice Presidents may formulate and forward recommendations for emeritus appointments to the President by April 15. Should a recommendation be prepared on an administrative staff member, the appropriate vice president shall forward it along with a comprehensive statement attesting to the candidate's eligibility for emeritus appointment by virtue of demonstrable outstanding administrative service.
President	2. May formulate and forward recommendations to the Board of Trustees for consideration at its May meeting. Should the President prepare a recommendation on an administrative staff member, he/she shall also forward that along with a comprehensive statement attesting to the candidate's fitness in time for the May meeting of the Board.
Board of Trustees	5. Shall approve/disapprove the recommendations of the President.
President	6. Shall notify individuals about the action taken on their candidacies by the Board of Trustees.