

SOLANO COMMUNITY COLLEGE DISTRICT

EMERITUS

4003

Procedures for Nomination and Awarding Emeritus Status

I. Eligibility

The Superintendent-President may confer the title of Emeritus upon any retiring or retired faculty, staff or trustee who has given honorable and distinguished service to the College.

II. Nominations/Recommendations/Appointments

1. Nominations

- (a) Retiring SCC faculty, staff or trustee may be nominated or nominate themselves to their Dean.
- (b) A faculty, staff or trustee member may be nominated by faculty, staff or trustee, division dean, or department head.
- (c) Previously retired tenured professor, staff, or trustees may apply or be nominated to become Emeritus.
- (d) A nomination should be supported by a minimum of three employees.
- (e) All nominations should be forwarded to the VP of the area where the employee is assigned.
- (f) The VP will forward the nomination for Emeritus status to the Superintendent-President.

2. Approvals/Appointment

- (a) The VP will review all previous recommendations and make a recommendation to the Superintendent-President to either confer/not confer Emeritus status.
- (b) This recommendation may be appealed to the Superintendent-President.
- (c) Upon verification of the eligibility as stated above, but no later than the end of the last semester of full-time employment at SCC, the Superintendent-President will grant the rank/status of Emeritus

II. Emeritus Benefits

1. Free Emeritus faculty, staff, or trustee parking upon registration with Campus Police Services and receipt and display of an Emeritus parking permit.
2. SCC ID card.
3. Full access to library facilities, including access to computer resources in the library.
4. Faculty, staff, or trustee discounts to all college events per college regulations for other retired faculty, staff, or trustee.
5. Attendance at graduation and convocation, including marching in full regalia with other members of the Emeritus faculty, staff, or trustee member's academic discipline.

6. Access to faculty, staff, or trustee dining and recreational activities.
7. Listings in college academic catalogs and faculty, staff, or trustee/staff directory as Emeritus faculty, staff, or trustee.
8. All other benefits the college grants to retired faculty, staff, or trustee members, except those benefits granted through bargaining agreements or board policies.
9. The Emeritus title provides no stipend.

III. Obligations of Emeritus to the College

1. The Emeritus will identify him or herself as an Emeritus faculty, staff, or trustee member from SCC in any professional activity that pertains to service at the college or use of its resources.
2. The Emeritus will make every effort to be available for service on college committees and participation in other service and teaching activities.
3. The professor Emeritus will adhere to the highest academic, civic, and ethical standards.
4. The Emeritus understands that there is no remuneration received by the holder of the title and he/she does not exercise any of the normal administrative functions associated with the title faculty, staff, or trustee. By virtue of the title, the recipient is not entitled to membership of Academic Senate or any other college body.
5. Emeritus faculty, staff, or trustee will be listed in college catalogs.
6. Emeritus faculty, staff, or trustee will be recognized at college commencement ceremonies or other appropriate recognition events.

IV. Documentation required for nomination

1. A summary statement of desire to become Professor Emeritus.
2. Detailed faculty, staff, or trustee CV.
3. Statements of support from current faculty, staff, or trustee members and any other statements in support of the nomination.
4. A written citation on behalf of the nominee of no more a half page and in a style suitable for reading at a conferral ceremony.