



# COLLEGE POLICY

<b>Policy Title</b>	<b>Emeritus</b>
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<b>Policy number</b>	3201
<b>Date issued</b>	<i>effective 3/15/2017</i>
<b>Responsible office(s)</b>	Academic Affairs
<b>Keywords</b>	academic affairs; emeritus

## Policy purpose

The purpose of this policy is to establish a process that affords retiring faculty the opportunity to leverage the college brand and former title in writing, speaking, teaching, and other academic-related pursuits.

## Scope

## Definitions

## Policy

Emeritus is a title which may be conferred on selected retired faculty whose records of accomplishment reflect distinguished service to the college. The president may also award emeritus status to retiring academic leaders as well. Retired faculty who meet the following eligibility requirements may apply for emeritus status:

### Eligibility

- At least 10 academic years at the college.
- Demonstrated excellence in the performance of a well-rounded set of professional responsibilities at the College. Those responsibilities may include: teaching, scholarship, student development, committee work, advising, co-curricular activities, and community involvement.
- The retired faculty will continue to pursue lifelong learning, writing, speaking, teaching, and other civic and academic-related pursuits, connect with the Madison College community, and otherwise support the ongoing mission of the College.

### *EMERITUS FACULTY MAY PROVIDE SUPPORT TO MADISON COLLEGE THROUGH VOLUNTEER SERVICE IN AREAS SUCH AS:*

1. Mentoring opportunities of students and faculty
2. Volunteer activities with students and faculty
3. Foundation activities
4. Guest lecturing
5. Service on advisory committees
6. Planning events
7. Additional activities as needed

### Responsibility of Recipients of Emeritus Status

Emeritus faculty are expected to support the college within the community and among professional colleagues in a positive manner and in pursuits that are aligned with the mission, vision, and values of Madison College.

## **Application processes**

Emeritus candidates will complete the Emeritus application. (application is on page #3)

1. The application is submitted to the faculty member's dean who will review it and, if approved, will forward it to the provost and president.
2. The provost and president review the forwarded applications and send a formal letter to those who have been recognized as Emeritus faculty.

Emeritus applications will be accepted anytime throughout the academic year. Decisions on Emeritus status will be made by May 15 of each year.

## **Emeritus Status**

Emeritus faculty may use the title, "Faculty Emeritus, Madison College" in writing, speaking, teaching, and other academic-related pursuits.

In addition, Emeritus faculty are eligible for the opportunities available to all Madison College retirees, including the option to retain a college email address, participate in public Madison College ceremonies and academic functions, serve as an ambassador for the college at events within the college or at large community, and stay abreast of college news and information through Matters.

## **Discontinuance of Emeritus Status**

Emeritus faculty can request to discontinue Emeritus status at any time. The College also reserves the right to rescind Emeritus status when it is in the best interests of the College.

## **DENIAL OF APPLICATION AND REVIEW**

Should the dean deny the candidate's application, a rationale will be provided. If desired, the retiring faculty has the option of requesting an application review by the provost.

**Links to state/federal regulations**

**Supporting documents**

**Related policies**