

NEW RIVER COMMUNITY AND TECHNICAL COLLEGE PROCEDURE NO. 10

TITLE: Faculty/Administrator Emeritus

EFFECTIVE DATE: March 3, 2005

REPLACES: New River CTC Policy A.500

PROCEDURE

1. PURPOSE

To provide guidelines for emeritus designated honorary status for retired and deceased faculty and administrators.

2. SCOPE AND APPLICABILITY

This procedure applies to all full-time faculty and administrators that meet the qualifications for emeritus designation.

3. DEFINITIONS

- A. Emeritus - Emeritus designated honorary status for retired full-time faculty and administrators.
- B. Posthumous Emeritus – Emeritus designated honorary status for full-time faculty and administrators who die while employed full-time by New River CTC prior to retiring.

4. PROCEDURES

- A. Qualifications for Emeritus Status
 - i. Any full-time faculty member/administrator retired or deceased during employment with New River CTC.
 - ii. Any full-time faculty/administrator with at least ten years' full-time service with New River CTC.
 - iii. The years of service will include employment at Bluefield State College and its Community College and Glenville State College and its Community College prior to the establishment of New River CTC.
 - iv. Any full-time faculty/administrator meeting the qualifications and are retired or deceased prior to approval of this policy who has not previously been awarded emeritus status may be appointed to such status retroactively to the date of her/his retirement or death.
- B. Application for Emeritus Status
 - i. At the beginning of each semester, the Vice President for Academic Affairs shall publish to the campus community and present to the Faculty Senate the current list of faculty and to the President the current list of administrators retired or deceased since the beginning of the previous semester.

- ii. The Faculty Senate shall recommend retired or deceased faculty to the Vice President for Academic Affairs for appointment to emeritus status unless asked not to by the affected faculty member or faculty member's family.
 - iii. The President's Cabinet shall make recommendation to the President of retired or deceased Administrators for appointment to emeritus status.
 - iv. The President shall appoint retired or deceased faculty/administrators to emeritus status and shall publish this appointment to the campus community.
- C. Privileges and Honors Attendant to Emeritus Status
- i. Emeriti shall continue to enjoy, as statutory regulation and institutional resources permit, the professional privileges of faculty (e.g., assigned office space; access to college services, facilities, equipment, materials, activities and listings). In addition, they shall have access gratis to college events, performances, and parking as circumstances permit.
 - ii. Emeriti at the time of their appointment shall be publicly and privately honored as feasible and deemed appropriate by the Faculty Senate and President's Cabinet of New River CTC (e.g., public announcements on and off campus, a commemorative plaque or other memento, a dinner or other celebration).
- D. Titles for Emeritus Status
- i. The following terms shall denote emeritus status of the aforementioned classes of faculty: Faculty Emeritus and Administrator Emeritus.

RELATED RULES/POLICIES/PROCEDURES: OR-2

RESPONSIBLE OFFICE: President

Revised: August 2008, November 2016