

EMERITUS STATUS

Section 1. Policy Statement:

Emeritus status is an honor that may be selectively awarded to bargaining unit faculty who retire after distinguished and longterm achievement and service to NSHE.

The qualifications for this rank are measured in terms of the individual's total contribution to the college, based upon academic achievements, student commitment and service to CSN and Community.

A person granted the title Emeritus/Emerita is considered to have lifetime status as a NSHE employee as specifically outlined below.

Bargaining unit faculty members who attain emeritus status will be listed in the College catalog, invited to participate in academic events and ceremonies, and are entitled to receive a faculty identification card. The latter provides entitlements to library privileges and grant-in-aid privileges for the faculty member, their spouse and financially dependent children. Emeritus faculty will retain life-time email privileges and when requested business cards may be provided.

All invitations for Emeriti faculty to teach classes are at the discretion of the department chair and subject to approval of the dean within resources of the division

Emeriti faculty may teach no more than 8 IUs in any given semester and no more than 14 IUs in an academic year, including summer, for which compensation will be based on the emeritus faculty's summer rate of pay at the time of retirement or at current adjunct rate, whichever is higher. Emeriti faculty teaching more than 8 IUs in any given semester or more than 14 IUs in an academic year will be compensated at the adjunct rate of pay for IUs beyond these defined limits.

Section 2. Procedure:

A. This procedure is used by any bargaining unit faculty member who is retiring after ten (10) or more years of continuous services to CSN and wants to apply for an Emeritus status.

B. The application process must be initiated within 12 months of retirement.

C. Emeritus application package must contain, but is not limited to: 1. Filled out application form. Separate sheets may be used, if needed. 2. Attached evidence of relevant accomplishments. Dates should be included to reflect a time line of activities.

D. Due Dates and Deadlines:

1. All documents must be submitted to the Department Chair no later than October 31.

2. Department Chair must forward the application to the entire department by November 15 and conduct faculty voting by November 30. If a majority of voting members of the department do not approve the application, then the Department Chair informs the applicant of the voting result. If a majority of the voting faculty members approve the application, then the Department chair forwards the application with his/her recommendation to the Dean by December 10.

3. Dean forwards the application and his/her recommendation to the VPAA by December 31 and informs the applicant that his/her application has been forwarded to the VPAA.

4. VPAA submits the application and his/her recommendation to the President by January 31.

5. President makes the final decision by March 1, and informs the applicant.