Faculty Senate Routing Form  
(action/proposal attached)

I. Item Title: Revising Emeritus Faculty Status

a) Brief Description: Clarification requested by the Provost.

b) Initiated by: Collegial Review Council

II. Faculty Senate Action: ☑ approved  ☐ not approved  ☐ other  date: 4/23/2015

Vote: ☐ Voice Vote, Unanimous  ☐ Voice Vote, Majority In Favor  
☑ Vote by Ballot: 22 Ayes  0 Nays  1 Abstentions

FS Secretary signature: [Signature]  date: 5/1/15

III. Provost: ☐ for information  ☐ Recognition of Receipt  
☑ for action................. ☑ approved  ☐ not approved

Comments:

Person responsible for Implementation:

Provost signature: [Signature]  date: 5/6/15

IV. Chancellor: ☐ for information  ☑ Recognition of Receipt  
☐ for action................. ☑ approved  ☐ not approved

Comments:

Chancellor signature: [Signature]  date: 4/2/15

Once finalized copies will be returned to the Provost Office's representative who will scan and distribute electronically to:
Chancellor
Provost
Chair of Faculty Senate
Secretary of the Faculty Senate
Associate Vice Chancellor for Academic Affairs (for catalog and handbook)
Associate Dean of Graduate School (for catalog)
Others (i.e. person responsible for implementation)
Collegial Review Council 2014-2015, Resolution 4:

Revising Emeritus Faculty Status (Sections 4.11B of the Faculty Handbook)

WHEREAS the Provost asked the Collegial Review Council to provide clear criteria for Emeritus Status, and review the process for selection at the start of the 2014-2015 academic year; and

WHEREAS the members of the Collegial Review Council believe a tenured faculty member with at least ten years of service at WCU who has demonstrated excellence (as determined by a departmental committee, department head and dean) in at least one area of teaching, research, or service shall be deserving of Emeritus Status; and

WHEREAS Emeritus Faculty status is honorific and should be able to be awarded based on a nomination and minimal selection materials; and

WHEREAS the 1st, 3rd, and 5th year reappointment collegial review process provides sufficient departmental, college, and university oversight as well as an earlier decision;

BE IT RESOLVED that Section 4.11B of the Faculty Handbook be amended as follows (the new language is in **bold, underlined** type, language changed since the first reading is in **bold, green underlined** type, and deleted language is in *red-and-is-struck-through*):

B. Emeritus Status

Emeritus faculty status may be awarded to honor a retired faculty member who has had a distinguished professional career and has made significant contributions to Western Carolina University. Faculty on phased retirement are not eligible for emeritus status until their participation in the program is completed. It is recognized that the bearer of the emeritus title has knowledge and experience from which others in the university may benefit.

1. Qualifications

Successful candidates for Emeritus professor will have had:

a. Permanent tenure and at least ten years of full-time employment at Western Carolina University prior to retirement, although exceptions can be made in extraordinary circumstances.

b. A consistent record of quality performance as demonstrated by one more of the following: (1) a recognized record of substantial scholarly achievement, (2) a recognized record of outstanding teaching, (3) a recognized record of significant service to the University, the discipline and/or the region. A record of excellence in one or more of the following areas: teaching, research or service. "Excellence" is to be
determined by the submitting faculty's individual department committee and Dean.

c. Candidates must apply be nominated for Emeritus status by any member of the General Faculty or faculty on Phased Retirement. The nomination must be made within two years of the retirement date, although exceptions can be made with written approval from the Dean of the candidate's college. The nomination should include a brief statement of why the individual deserves Emeritus status.

d. Candidates may self-nominate, or be nominated by a faculty member (with an option to decline).

2. Process

Candidates for Emeritus status prepare an application, including a cover letter explaining why s/he deserves Emeritus status, the nomination statement, an updated CV, and the AA-13, the Transmittal Form for Recommendation of Emeritus Faculty, available from the Provost’s office. The calendar and process from this point on mimics the process for granting tenure reappointment in the 4th , 8th , and 12th years.

Candidates desiring Emeritus professor status submit their CV and cover letter along with the AA-13 to the Department Head who will also add to the application the final four years’ annual evaluations for the candidate. The application is first reviewed by the Department Collegial Review committee, who votes and then forwards a recommendation to the Department Head. The Department Head makes a recommendation to the College Collegial Review Committee. The College Collegial Review Committee votes and forwards a recommendation to the Dean, who makes a recommendation to the University Collegial Review Committee. Their vote and recommendation is then forwarded to the Provost, who forwards a recommendation to the Chancellor. The Dean then forwards a recommendation to the Provost. The review process is to follow the timeline established for emeritus review in the Provost’s annual collegial review. The Board of Trustees makes the final decision.

3. Rights and Privileges

Emeritus professors:

1. Will be granted faculty rates/discounts on university events
2. Will maintain full library borrowing privileges
3. Will maintain their university email account (if requested)
4. Will receive documents and communications that are normally received by the full-time faculty including communications from the department, college, and university at large.
5. Will be listed in the University catalog and on appropriate university web pages.
6. Will continue to receive faculty rates and access to university recreational facilities.
7. Will maintain a mailbox in the Department office (if requested and space permits)
8. May obtain free parking permits.
9. May march with the faculty, wearing appropriate regalia, in University exercises where appropriate.
10. Will receive free athletic tickets
11. Are not eligible to hold office or vote in faculty elections
12. Will maintain a university ID card with #92 number
13. Will be allowed to continue utilization of Health Services offered to regular faculty
14. May request office space
15. Will be eligible to submit for grants and university funding, (e.g., Chancellor's travel fund).

The University’s priority for space and funding must be for those who are current faculty members, but Emeritus faculty who remain professionally active may apply for use of departmental and university resources. If resources are available, Department Heads should make every effort to provide Emeritus faculty with office space and generally available faculty services. Emeritus faculty whose professional service requires University support should develop a statement of goals and objectives with the department head addressing expected activities and the disposition of any funds associated with faculty research or discretionary accounts. These faculty should submit an annual report to the department head documenting their professional activities and achievements that will serve as the basis for decisions related to continuation or changes to their duties and responsibilities.

4. Chancellor Emeritus

The title Chancellor Emeritus may be conferred upon a chancellor at the time of, or subsequent to, retirement from active service at Western Carolina University.

5. Retired Associate

The title Retired Associate may be conferred by the chancellor of Western Carolina University upon any member of the faculty or administration at the time of, or subsequent to, retirement from the university. The Retired Associate shall be considered a member of the academic community with the right to participate in social and cultural activities of the campus, with faculty library privileges, and with any other privileges granted by the chancellor.