CRC RESOLUTION: FACULTY HANDBOOK SECTION 4.11

The Collegial Review Council recommends the following alterations to the Faculty Handbook, section 4.11 (Status Appointments), to clarify current practices and expectations in the collegial review process. **Bold underlined items are additions.**

4.11 B. 2. Process

Candidates for Emeritus status prepare a cover letter explaining why s/he deserves Emeritus status, an updated CV, and the ~~Emeritus Faculty Approval Form~~, **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.

Candidates desiring Emeritus professor status submit their CV and cover letter, along with the **AA-13** to the Department Collegial Review Committee. The Department Collegial Review committee then forwards a recommendation to the Department Head, who makes a recommendation to the College Collegial Review Committee. The College Collegial Review Committee recommendation is then forwarded to the Dean, who makes a recommendation to the **University** Collegial Review Committee. Their recommendation is then forwarded to the Provost, who forwards a recommendation to the Chancellor. The Board of Trustees makes the final decision.