



Frederick Community College Procedure

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Emeritus Status	Policy Number	3.26
	Approved	4/7/09

A. Eligibility and Criteria

1. Any faculty member who is retired or deceased after ten years of outstanding contribution to the quality of learning at Frederick Community College and support of the mission of the College shall be eligible for Emeritus/Emerita status.
2. Any administrator who is retired or deceased after ten years of outstanding contribution to the quality of administrative service and support of the mission of the College shall be eligible for Emeritus/Emerita status.
3. The President may recommend for consideration names of faculty and administrators to FA and ASA who made outstanding contributions to the College, but who may not have completed ten years of service to the College because of death, disability, or other factors.
4. A candidate must be nominated within three years of the date of his or her retirement from FCC or death.

B. Procedures

1. Each year, before the month of November, the Faculty Association and Administrative Staff Association chairs will be given a list of members in their area who have become eligible.
2. FA and ASA will then take nominations from their members based on their respective lists. The nominators will provide the name(s) of the nominees and supportive evidence of the appropriate criteria as defined above.
3. After discussion FA and ASA will vote on their respective nominations by closed ballot. The groups will then send their recommendations to the President of the College who will present the recommendations to the Board of Trustees for final action.

C. Privileges

1. Continued faculty or administrator listing in the catalogue with rank of Professor or Administrator Emeritus/Emerita.
2. Standing invitation to participate in such institutional functions as commencement and dedications and be recognized at these events.
3. Be afforded faculty or administrator rates for institutionally sponsored events such as plays, concerts, film series, athletic events, and trips.
4. Use of such institutional resources as word processing, library, e-mail and other computer services;
5. Be afforded the same education benefit, for FCC classes, as full-time College employees.
6. Receive an emeritus medallion as a symbol and recognition of his or her emeritus/emeriti status.