



**Policy Series #: 4000 – Human Resources**  
**Policy Manager: Celeste Ruble**  
**Emeritus Faculty Policy**

**Purpose:** The award of emeritus status is intended as a special honor for system employees who have served with great distinction. Riverland Community College hereby adopts MnSCU Board Policy 4.8 Emeritus Status in full, as Riverland Community College Policy.

**Applicability:** Recognition as emeritus shall not be awarded as a matter of due course, and is granted only to those whose service has been most exemplary.

To be awarded emeritus status, an employee must have:

- a. Separated, or be separating, from the position with the Minnesota State Colleges and Universities system for which emeritus status would be conferred;
- b. Established a record of distinguished service while employed in the position; and
- c. Completed employment in the position in good standing.

**Faculty and Staff.**

**Subpart A.** The president of a college or state university or the chancellor for the system office may confer emeritus status upon a faculty or staff member who meets the requirements set forth in Part 1 and the policies in Subpart B.

**Subpart B.** Each college or university and the system office shall establish guidelines for the designation of emeritus status consistent with this policy.

**RIVERLAND EMERITUS FACULTY APPOINTMENTS**

A. Full-time faculty members who are retired from Riverland Community College may be awarded the rank of Emeritus Faculty. Retired faculty members become eligible for nomination for emeritus status the academic year following their official date of retirement. The normal criteria for appointment to the emeritus faculty are 20 years of (1) full-time and (2) meritorious service as a member of the teaching faculty (includes counselors and librarians and may be fulfilled by noncontiguous periods of employment at Riverland Community College or any of its predecessors). The Emeritus title is recommended by committee action to the president; the president may name more than one Emeritus faculty member in any given year.

Emeritus status will provide the following benefits:

1. The individual's name will be listed in the college catalog and commencement program.
2. The individual will receive complimentary class audit privileges, including all fees associated with auditing the class. However, the costs of books and other instructional materials are the emeritus faculty member's responsibility.

3. The individual will be issued emeritus identification cards and parking permits.
4. The individual will have the same usage of library and computer labs as faculty.
5. The individual will receive college publications, theater mailings, etc.
6. The individual will be invited to participate in the Awards, Recognition and Retirement banquet and commencement exercises and is encouraged to participate in other academic and social functions hosted by the college.
7. The individual will receive a life-long season membership to Riverland Community College Theatre and athletic events.
8. The individual will have access to an Emeritus office, including local phone and computer privileges.

B. Nominations will be solicited from the college during the month of March. The Emeritus rank will be bestowed during the Awards, Recognition and Retirement banquet, and recipient(s) will be acknowledged during the commencement exercises.

Effective July 1, 2005 Revised April 20, 2004

Revised March 15, 2006

Revised October 31, 2007

Revised March 2, 2009

Revised May 13, 2009

**Definitions** (*if needed*): **n/a**

**Does this policy have a procedure?** **Yes.**

**List related policies, procedures or plans here** (*if any*): **n/a**

**Link to Riverland's Emeritus Faculty Nomination Form -**  
<http://www.riverland.edu/policies/emeritus-faculty-nomination-form.pdf>

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Date of Initial Review by President's Cabinet: 9/12/2013

AASC Review (if applicable):

FSGC Review (if applicable): 10/09/2013 & 11/13/2013

Date of Final Approval / Policy Adoption: 12/12/2013

Date & Subject of Revisions: