



## **Porterville College Academic Senate Faculty Emeritus Status Process**

### **Spring 2023 (DRAFT Revised Proposal)**

The Porterville College Academic Senate will follow the process below in making recommendations to the College President for the conferring of Emeritus status to retired PC faculty, until such a time that the Senate votes to change the policy.

#### **KCCD Board Policy Emeritus Status Definition & Qualifications:**

“In recognition of years of valued service and contributions to the Kern Community College District, the Board of Trustees has established the title of “Emeritus” to be granted to those who meet the standards as set forth in this Board policy. The objective of this policy is to honor past affiliation and encourage and maximize the inclusion of Emeriti in District and College activities after retirement.” (KCCD Board Policy 7800)

“The faculty or educational administrator must have served the district for at least twenty (20) years in full-time status; and shall be retiring or resigning without cause at the end of the academic year in which the Emeritus designation is granted.” (KCCD Board Policy 7800)

#### **PC Academic Senate Process for Nominating Faculty for Emeritus Status:**

In the spring semester of each academic year, the Academic Senate President will request from Human Resources a list of full-time faculty who will be retiring in that academic year, along with their years of service. This list will be shared with the Academic Senate, and all faculty who ‘have served the district for at least twenty (20) years in full-time status’ and ‘shall be retiring or resigning without cause at the end of the academic year’ will be presumed to receive emeritus status by the Board of Trustees with the support of the Academic Senate after review and confirmation of the list by the Academic Senate.

#### **Submission of Emeritus Faculty Recommendations:**

Following confirmation of the retired or retiring faculty by the Academic Senate, in a meeting no later than the last regular meeting of the spring semester, the Academic Senate President shall forward the recommendations to the College President no later than the week following that meeting. The College President shall then make recommendations to the District Chancellor for consideration. Per KCCD Board Policy 7800, the Chancellor reserves the right to make certain decisions related to the Emeritus designation and shall make final recommendations to the Board of Trustees for action.

#### **Biographical Information About Emeritus Faculty Nominees:**

As an aid to promoting the faculty receiving emeritus status to our College President and marketing team, and for the benefit of the KCCD Board of Trustees and District Chancellor, faculty with knowledge of the career of the faculty members being nominated for Emeritus status should provide to the Academic Senate, either individually or collaboratively, details that may be compiled to share for future presentations and promotions about the faculty. These details will be compiled and shared with the College President along with the nominations.

## **Nominating Previously Retired Faculty:**

Any faculty member who believes a faculty member who retired in a previous year was eligible but did not receive emeritus status previously, and wishes to propose that they receive it, may petition the Academic Senate to consider supporting their recognition for emeritus status. Such petitions must be made at least one week prior to the second-to-last meeting of the Academic Senate in that calendar year. After verification that the proposed faculty member has not previously received Emeritus status and meets the required criteria, the nomination will be forwarded to the College President for consideration.

## **'Exceptional Circumstances' Nominations:**

Under KCCD Board Policy, "The title of Emeritus may be granted under exceptional circumstances to full-time faculty or administrators who have served fewer than twenty (20) years at the institution and are concluding, or have concluded, a career that demonstrates exceptionally dedicated, honorable and distinguished service to the institution, as determined by the Board of Trustees. Consideration may be initiated by the instructional or service area, or by the College President." (KCCD Board Policy 7800)

Porterville College faculty may nominate such individuals retiring with less than twenty years service at the institution by nominating the faculty member for consideration for Emeritus status by the Academic Senate no later than the second-to-last meeting of the spring semester of that academic year. The nominating faculty (singular or plural) will provide the evidence in writing of the faculty member's 'exceptionally dedicated, honorable, and distinguished service to the institution' as part of their nomination for review by the Academic Senate. If the nomination is supported by the Academic Senate, the nomination and supporting documents will be forwarded for consideration by the Academic Senate President to the College President.

## **Public Announcements of Emeritus Status:**

Per KCCD Board Policy 7800, no discussion should be made outside of the Academic Senate and Division meetings of the names of faculty recommended for Emeritus status by the Academic Senate to the College President, including discussion with the individuals being nominated, prior to the formal, public announcement of new faculty emeritus recipients at the KCCD Board of Trustees meeting. Names of specific individuals discussed within the Senate meeting or forwarded to the College President for consideration shall not appear within the Senate minutes of that meeting as well.

Following the annual public announcement of new faculty Emeritus recipients by the KCCD Board of Trustees, the list of Porterville College faculty receiving Emeritus status in that year will be retained in PC Academic Senate records by the Senate President reading them into the minutes of the next Academic Senate meeting in the academic year of the Board of Trustees meeting announcement. A continuous record of past recipients, if not available from District Human Resources Office, should be maintained by the Senate for institutional memory and honoring their fellow faculty for their service.

## **'Without Cause' Provision:**

Concerns about whether any faculty member under consideration for Emeritus status has genuinely retired 'without cause' may be directed to the Academic Senate President for consideration. The Academic Senate President, in consultation with the Executive Board, will then decide whether to continue with the recommendation for Emeritus status, postpone the recommendation for additional review, or withdraw the recommendation.

**Porterville College Academic Senate Emeritus Status Nominee  
Biographical Information Form**

**Nominee:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Discipline:** \_\_\_\_\_

**Division:** \_\_\_\_\_

**Year of Retirement:** \_\_\_\_\_

**Date Submitted:** \_\_\_\_\_

**Statement About Nominee:**

Include a statement with details about the faculty Emeritus nominee's career that illustrate their service to the college and students, and any other relevant biographical details that may be used for the purpose of informing the college administration, the Board of Trustees, and the District Chancellor about the individual, and for the purpose of publicizing and promoting the careers of the retiring or retired faculty under consideration for Emeritus status. Additional documents may also be included if relevant.

Complete the requested information above and submit this form to the PC Academic Senate President at least one week prior to the second-to-last Academic Senate meeting of the academic year, or by the specific deadline established by the Academic Senate in that term.