

**MINNESOTA STATE COLLEGES AND UNIVERSITIES
BOARD OF TRUSTEES**

Agenda Item Summary Sheet

Committee: Human Resources Committee **Date of Meeting:** June 21, 2011

Agenda Item: Proposed Amendments to Board Policy 4.8 – Emeritus Status
(Second Reading)

- Proposed Policy Change Approvals Required by Policy Other Approvals Monitoring
- Information

Cite policy requirement, or explain why item is on the Board agenda:

At the request of the Board of Trustees

Scheduled Presenter(s):

Lori Lamb, Vice Chancellor for Human Resources

Outline of Key Points:

- Amendments to policy

Background Information:

The Board of Trustees requested that the emeritus policy be reviewed at this time.

4.8 Emeritus Status

Part 1. Purpose.

The award of emeritus status is intended as a special honor for system long-serving employees who have served with great distinction. Recognition as emeritus shall is-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. Retired from employment with the Minnesota State Colleges and Universities system;
- b. Established a record of distinguished service while employed at the college, university, or Office of the Chancellor; and
- c. Completed their appointment or employment in good standing; and
— **Met the longevity provision for the category of service in which the employee is to be honored.**

Part 2. Definition.

Retired from employment. For purposes of this policy, retired from employment means an employee has separated or is separating from employment with the institution or Office of the Chancellor and is eligible to apply for retirement benefits based on the employee's employment with the system, whether or not the employee becomes employed elsewhere.

Part 32. Chancellor. The Minnesota State Colleges and Universities System Board of Trustees may confer by appropriate resolution the honorary office of Chancellor Emeritus upon a chancellor or former chancellor ~~whowho has completed at least five (5) years as chancellor and meets the requirements set forth in Part 1. who is retiring from employment with the Minnesota State Colleges and Universities system.~~

Part 432. Presidents. The Minnesota State Colleges and Universities System Board of Trustees, Upon recommendation of the cChancellor following the chancellor's consultation with the Board Chair and Human Resources Committee Chair, the Board may confer by appropriate resolution the honorary office of President Emeritus upon a president or former president who has completed a a substantial term, normally at least tenfive (5) years, as president of a system university or college and meets the requirements set forth in Part 1. who is retiring from employment with the Minnesota State Colleges and Universities system.

Part 543. Faculty and staff.

Subpart A. The president of a college or state university or the chancellor for the Office of the Chancellor may confer emeritus status upon a faculty or staff member who ~~has completed a~~

~~substantial term of employment, normally at least ten years, with Minnesota State Colleges and Universities and meets the requirements set forth in Part 1 and the policies is retiring from employment with the Minnesota State Colleges and Universities system. This shall be done in accordance with the policy or procedure developed in Subpart BA.~~

Subpart BA. Each college or university ~~and the Office of the Chancellor, through college or university policy or procedure,~~ shall ~~adopt policies to~~ establish guidelines for the designation of emeritussuch status consistent with this policy.

**BOARD OF TRUSTEES
MINNESOTA STATE COLLEGES AND UNIVERSITIES**

BOARD POLICY		4.8
Chapter 4	Human Resources	
Section 4.8	Emeritus Status	

Part 1. Purpose.

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To be awarded emeritus status, an employee must have:

- a. Retired from employment with the Minnesota State Colleges and Universities system;
- b. Established a record of distinguished service while employed at the college, university, or Office of the Chancellor; and
- c. Completed their employment in good standing.

Part 2. Definition.

Retired from employment. For purposes of this policy, retired from employment means an employee has separated or is separating from employment with the institution or Office of the Chancellor and is eligible to apply for retirement benefits based on the employee's employment with the system, whether or not the employee becomes employed elsewhere.

Part 3. Chancellor. The Board may confer by appropriate resolution the honorary office of Chancellor Emeritus upon a chancellor or former chancellor who meets the requirements set forth in Part 1.

Part 4. Presidents. Upon recommendation of the chancellor following the chancellor's consultation with the Board Chair and Human Resources Committee Chair, the Board may confer by appropriate resolution the honorary office of President Emeritus upon a president or former president who meets the requirements set forth in Part 1.

Part 5. Faculty and staff.

Subpart A. The president of a college or state university or the chancellor for the Office of the Chancellor 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 Office of the Chancellor shall establish guidelines for the designation of emeritus status consistent with this policy.

Policy History:

Date of Adoption: 11/17/99

Date of Implementation: 11/17/99

Date & Subject of Revisions:

12/17/03 - Added Part 1, Chancellor Emeritus and authorized President Emeritus status for college as well as university presidents