

COLLEGE POLICY

POLICY TYPE:	EMPLOYMENT-RELATED
POLICY TITLE:	Faculty/Staff Emeritus
POLICY #:	EMPL - 302
RESPONSIBILITY:	Vice-President, Human Resources
POLICY APPROVED BY:	Durham College Leadership Team
EFFECTIVE DATE:	April 2008
REVISED:	
REVIEW DATE:	April 2011

Introduction

Durham College will continue to build on its reputation for quality and academic leadership by recognizing outstanding contributions by retired faculty and staff members through the honorary designation of Emeritus (e.g. Professor Emeritus, VP Emeritus, and Dean Emeritus). Emeritus status may be granted to retired members of the faculty and staff who have demonstrated exemplary service to the College.

Purpose

To recognize outstanding contributions of retiring faculty and staff.

Definitions

Not applicable.

Policy Statements

1. Emeritus status may be granted to a retired faculty or staff member who has:
 - a) attained retired status after a minimum of ten (10) years full-time service with Durham College
 - b) made contributions to the College which are generally accepted as being significantly beyond the norm; and,
 - c) whose record of service to the College is judged exemplary

2. The granting of emeritus status will be based on an exemplary record of performance in one or more of the following areas:
 - a) position effectiveness (e.g. teaching, administration, customer service)
 - b) professional contribution
 - c) service and support to the College and its communities.

3. Designated staff and faculty emeritus:
 - a) are included as members of the commencement platform party in the year of their appointment;
 - b) may receive invitations to participate in College public ceremonies such as convocations and appropriate social functions; and
 - c) may use the title of Emeritus, Durham College (e.g. Dean Emeritus, Vice President Emeritus, and Professor Emeritus).
4. The total number of retired faculty and staff members holding the honorary title of Emeritus will not exceed 10% of the number of full-time staff in the College.
5. Nominations will be received by the Human Resources Department as warranted and not necessarily on an annual basis.

Roles and Responsibilities

Colleagues will nominate faculty and staff for the emeritus designation.
Human Resources will co-ordinate the nominations.
DCLT will review nominations and make decisions on granting the designation.

Non-compliance Implications

Not applicable.

Related Procedures

Faculty/Staff Emeritus – Nomination Procedure

Related Policies and Directives

Not applicable.