

## **PROCESS TO AWARD PROFESSOR EMERITUS/A STATUS**

Professor Emeritus/a is a lifetime honor awarded, upon retirement, to dedicated, full-time, tenured full professors with at least fifteen years of full-time teaching service at Quinsigamond Community College. Those leaving Quinsigamond to assume other full-time teaching or other full-time positions are ineligible. In addition, the award is not given posthumously.

An Emeritus Selection Committee responsible for overseeing the process will be made up of five full professors, plus one academic administrator, all elected for three-year, staggered terms by the full-time faculty. Two will be elected each year. Members of the faculty who are retiring within that academic year are ineligible to serve as members. The All-College Council will oversee the election. Retiring administrators who meet the requisite criteria may, at the discretion of the Committee and the President, also be considered.

In April, the Selection Committee will meet to begin the process. This Committee will review eligible faculty, as identified by the Human Resources Office. This honor will be given to retiring full-time Quinsigamond faculty for acknowledged excellence in teaching, for personifying the mission of the College in the community, and/or for outstanding service to the campus.

By May 1, the Selection Committee will send its recommendations to the President who, in turn, will submit the final list of candidates to the Board of Trustees for its action. The conferring of Professor Emeritus/a status will be part of Commencement exercises each May. Emeritus/a professors will be entitled to receive all benefits accorded to retirees.

Amended:

March 28, 2001