

Title of Policy: Emeritus Designation Policy

Policy (check one): New Revised

Applies to (check all that apply):

Faculty Administrators Staff Students

Division/Department _____ College

Policy Purpose:

The College seeks to honor distinguished faculty and administrators who gave highly meritorious service to the College, in recognition of their scholarly and/or professional contributions before retirement from the College. The emeritus title may be awarded to retired or retiring faculty, president, vice president for academic affairs, and academic and non-academic administrators of the College at the level of dean or higher for meritorious achievements and service. Emeritus status is the highest accolade the College can bestow on an individual who has retired from the College. It is given to honor an individual who has demonstrated exceptional commitment and contributions to the College in their role within the institution, exemplifying the highest standards of personal and professional integrity, civic responsibility, vision, and leadership.

Policy Statement:

It is the policy of Baltimore City Community College to award emeritus status to deserving candidates recommended by the President of the College and approved by the Board of Trustees.

The criteria for awarding the rank of Professor Emeritus to retired faculty shall be:

- Recommendations by four (4) other faculty or professional/administrative staff including two (2) from nominee's department documenting excellence in teaching and outstanding college and/or community service.
- Ten or more years of service to BCCC (or its predecessor institutions)
- Retirement from the College
- Nomination of candidate within three (3) years of their retirement.

The criteria for awarding President Emeritus, Vice President Emeritus or Dean Emeritus status to retired administrators shall be:

- Nominations or recommendations by four (4) or more colleagues or peers, including two (2) from the nominee's division documenting excellence in

- service to the College.
- Recommendations for emeritus status must include a description of the administrator's contributions to the College, during their career in one or more of the following areas: college and community service, leadership, and the fulfillment of professional responsibilities.
 - Ten or more years of service to Baltimore City Community College (BCCC) or its predecessor institutions, or as otherwise determined by the Board of Trustees.
 - Retirement from College.
 - Significant achievement as a leader at Baltimore City Community College.

Implementation Date: April 19, 1995; October 19, 2007; March 14, 2024

Originator/Division: Academic Affairs

Approved by the Board of Trustees: April 19, 1995; October 19, 2007; March 14, 2024

****This policy once approved by the Board of Trustees supersedes all other policies.***

