MEMO

Date: February 4, 2018

To: Veena Prabhu
Chair, Academic Senate

From: Sharon H. Ulanoff, Chair
Faculty Policy Committee

Copies: M. Caldwell, J. Lazo-Uy, R. Roquemore, V. Salcido, H. Riggio

Subject: Proposed Policy Modification for Chapter VIII of the Faculty Handbook
FPC 17-7.1: Retired Faculty-Emeritus Status

Faculty Policy Committee discussed FPC 17-7 at its meetings on October 30 and November 6, 2017. During those meetings FPC worked to clean up some of the policy language to align with current practices related to emeritus status and to clarify when such applications should be submitted. On November 6, 2017 FPC voted to approve policy modification FPC 17-7.1: Retired Faculty-Emeritus Status. The following outlines the specific changes.

Lines 7-8: This change is editorial.

Lines 8-9: Updates language to say campus directory instead of specifying telephone and internet-based directories.

Lines 16-17: This language is deleted because it is now addressed in lines 40-41. This paragraph just lays out who is eligible to receive emeritus status.

Lines 23-25: This language was revised to more broadly describe what may be received and to delete language related to how it is received, allowing for sending electronically.

Lines 32-33: This language clarifies distinguished service.

Lines 36: This language allows colleagues to identify faculty who may qualify for emeritus status without having served 10 years at Cal State LA.

Lines 36-39: These lines are deleted because they are already covered in lines 31-36.

Lines 40-42: This language clarifies that the appropriated department/division/school committee and college Dean must recommend (not consider) emeritus status, which is approved by the President.
Lines 44-45: This language extends the period for initiating the emeritus status consideration.

Lines 45-47: This language clarifies when FERP faculty are considered to be retired.

Lines 48-49: This language specifies that emeritus request should include an updated vita, photograph, and brief biography rather than having the photo and bio optional.

Lines 49-52: FPC recommends deleting this language because it is inconsistent with the consideration time frame outlined in lines 44-45 and refers to quarters.

Lines 53-54: This language clarifies where the recommendation and personnel file go after the college has made its recommendations.

Line 55: This language clarifies that the personnel action file is what is to be submitted to the Provost.
Retired Faculty - Emeritus Status

(Senate: 5/2/63, 11/22/77, 7/14/81, 3/3/87, 7/12/94, 11/28/00, 2/19/02, 2/12/08, 3/4/08;
President: 5/14/63, 7/27/78, 7/22/81, 10/4/88, 8/22/94, 2/8/01, 3/21/02, 3/26/08, 4/2/08; Editorial
Amendment: 9/00, 8/01)

The University appreciates the past services of its retired faculty and encourages their participation in the life of the University community. In this spirit, it extends to all faculty retirees the following courtesies: access to INFORMATION and guidance concerning pertinent retirement benefits information; library privileges; inclusion in the campus DIRECTORY telephone and internet based directories (unless declined); notification of all important developments or changes affecting their interests or relations with the University or with the State University system; invitations to participate in all commencements, public ceremonies, and convocations on the same basis as active faculty members; and invitations to participate in appropriate seminars, colloquia, lectures, and other scholarly meetings, both as contributors and as audience.

Emeritus Status

Upon the recommendation of the candidate's department/division/school and college dean and with the approval of the President, eEmeritus status may be granted to a tenured faculty member who has resigned/retired after a minimum of ten (10) years of distinguished service at California State University, Los Angeles.

Faculty granted Emeritus status shall enjoy all the courtesies accorded retired faculty plus the following benefits: inclusion at the head of the corresponding department's/division's/school's faculty list, as well as in the consolidated Emeriti list in the General Catalog; recommendation for life membership in the Alumni Association; a special identification card; receipt by mail of copies of the University Reports, Calendar of Events, and similar informational publications OF PUBLICATIONS AND INFORMATION RELATED TO UNIVERSITY ACTIVITIES (unless declined); selective invitation to participate in campus councils as consultants, where appropriate and legal; free admission to musical, dramatic, athletic and other University performances; access to electronic communication and information as long as they are legally and fiscally feasible; faculty library borrowing privileges; access to campus rooms and facilities for meetings and reunions of Emeriti; and a faculty parking permit and office space on a space available basis.

Criteria. It is expected that a faculty member will have at least ten uninterrupted years of distinguished service AS A TEACHER AND SCHOLAR, AND WILL HAVE MADE SIGNIFICANT contributions at TO California State University, Los Angeles, prior to resignation/retirement in order to qualify as a candidate for Emeritus status, although exceptions may be made for faculty with fewer years of service who have made outstanding EXCEPTIONAL contributions AS IDENTIFIED BY THEIR FACULTY COLLEAGUES. The successful candidate for Emeritus status will have maintained an instructional and professional profile that demonstrates a high level of achievement. In addition, the candidate is expected to have made significant contributions to the University.
Approval. All tenured faculty who resign/retire and who request Emeritus status must be considered for it RECOMMENDED by the appropriate departmental/divisional/school committee and the college dean FOR APPROVAL BY THE PRESIDENT. The procedure for consideration of Emeritus status may be initiated by either the faculty member or the faculty member’s department/division/school, preferably two quarters before WITHIN TWO YEARS FOLLOWING the effective date of retirement/resignation. FOR THOSE IN THE FACULTY EARLY RETIREMENT PROGRAM (FERP), THE EFFECTIVE DATE OF RETIREMENT IS PRIOR TO ENTERING FERP STATUS. To be considered for Emeritus status, resigning/retiring faculty members must submit an updated curriculum vitae, and are strongly encouraged to submit a photograph, and brief biography. Departments/divisions/schools are expected to forward their recommendations on Emeritus status in a timely manner (preferably one quarter prior to the effective resignation/retirement date but not later than the second quarter following resignation/retirement). The recommendations of the department/division/school committee and the college dean shall be forwarded in a timely manner to the Provost and Vice President for Academic Affairs and the President along with the candidates' personnel files PERSONNEL ACTION FILE for final consideration and approval. The President will inform the faculty member of the final decision.