



CAL MARITIME

ACADEMY POLICY MANUAL

Policy Title:	Emeritus/Emerita Professor
Policy Number:	303
Policy Administrator:	Provost
Policy Initiator:	Steve Kreta. AVP Academic Affairs
Authority:	EO
Effective Date:	April 17, 2000
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Approved:	William B Eisenhardt, President
Approval Signature:	

- Purpose:** The purpose of this policy is to honor, and provide the opportunity for, continued exceptional service and professional contributions to the California Maritime Academy by its Professors upon their retirement.
- Scope:** This policy applies to all tenured, Full Professors of the California Maritime Academy.
- Accountability:** Provost and VP Academic Affairs
- Policy:** It is the policy of the California Maritime Academy to confer the status of *Emeritus/Emerita Professor* upon any retiring or retired member of the tenured faculty as an acknowledgement of meritorious service by that faculty member in support of the academic programs of the Academy. Conferral of this status is subject to the requirements and procedures attached.

Procedures:

It is not intended that *emeritus/emerita* status be awarded automatically to any faculty member upon retirement. This title is reserved for those who have made extensive, significant contributions to the academic programs of the Academy in any of the following areas:

- A. Teaching
- B. Scholarship
- C. Creative Activities
- D. Service to the Institution

PROCEDURES FOR RECOMMENDING EMERITUS /EMERITA STATUS:

Procedures for recommending the conferral of *emeritus /emerita* status are dependent upon both rank and length of service to the Academy.

Section 1. Upon retirement, full professors and librarians, with fifteen or more years of service to the Academy, shall be, with their consent, automatically nominated for *emeritus /emerita* status. These nominations shall be submitted to the President of the Academy for consideration. If the President finds the contributions by the nominee, to the Academy, to have been both extensive and significant, conferral of the status of *Emeritus /Emerita* Professor, with all the privileges attendant thereto, shall obtain.

Section 2. Upon retirement, those faculty who have failed to satisfy the longevity requirements of Section 1., but who have contributed both extensively and significantly to the academic programs of the Academy may also be nominated for *emeritus /emerita* status. Nomination may be made by the faculty member's department or by a tenured member of the general faculty. With the consent of the nominee, the merit of the nominee's contributions to the academic programs of the Academy shall then be assessed, successively, by the following entities:

- (1) the tenured faculty of the nominee's department, (2) the nominee's department Chair
- (3) the Dean, and
- (4) the Academy's Vice President for Academic Affairs.

Recommendations, either positive or negative, based upon the assessments done by these entities, shall be passed on to the President of the Academy for consideration. If the President, after consideration of these recommendations, finds the contributions, to the Academy, by the nominee to have been both extensive and significant, conferral of the status of *Emeritus /Emerita* Professor, with all the privileges attendant thereto, shall obtain.

HONORS AND PRIVILEGES OF EMERITUS STATUS

Emeritus or emerita faculty shall have all the privileges granted to full-time faculty members, subject to the availability of resources and the need to grant current faculty first priority. Such privileges include the following:

- upon request, free parking on campus
- full library privileges
- office space, computer access, and an e-mail account
- secretarial services
- business cards
- listing in the CMA catalog
- non-voting membership in the Academic Senate of the California Maritime Academy
- upon invitation, membership on both Academy and Academic Senate committees