

**NORTHERN NEW MEXICO COLLEGE
ADMINISTRATIVE POLICY**

Subject:	Staff Emeritus Status
File Reference:	3.26
Date Approved by Board of Regents:	February 21, 2008
Replaces Policy Approved on:	N/A
Purpose:	Emeritus status is the rank awarded by the Board of Regents to permanently recognize professional/administrative staff who served the College in a positive and professional manner over an extended period of time.
Policy:	<p>Emeritus status may be granted to professional/administrative staff in recognition of service to the College who has retired in good standing. Upon recommendation by the President, the Board of Regents may grant emeritus status at the professional rank or title held at the time of retirement.</p> <p>The official statement of the Board indicates that, while a retired individual is clearly on a non-active status with regard to required activities, emeritus status is granted to encourage the individual to maintain association with the institution.</p>
Procedure:	<p>The following conditions must exist before emeritus status is granted:</p> <ul style="list-style-type: none"> • The person must retire in good standing from a full-time position with the College; • The retiree must have a minimum of ten (10) years of full-time professional service with the College; and • Retiree may apply for Emeritus status or supervisor may nominate a candidate by submitting a letter of recommendation to the President. <p>Benefits for Emeritus Staff:</p> <ul style="list-style-type: none"> • The College can offer, depending on availability, office space and access to the Internet. • Mileage, per-diem, and, if applicable, business cards while performing official business for the College. • The opportunity to participate in major College events and College-wide ceremonies that include all staff and faculty. • The opportunity to receive a tuition waiver for a one three (3) credit hour course taken at the College per semester. • Inclusion on appropriate College mailing lists. • Emeritus ID card for library and gymnasium privileges. • A printed certificate granting Emeritus status.
Cross Reference:	