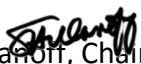




Date: March 17, 2019

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; L. Bermudez

Subject: **Proposed Policy Modification for Chapter VIII of the *Faculty Handbook*
FPC 18-6.5 Retired Faculty-Emeritus Status**

Faculty Policy Committee discussed and deliberated the policy on Retired Faculty-Emeritus Status at its fall meetings through October 1, 2018. During that time we reviewed emeritus policies from several CSU campuses, including CSU Channel Islands, CSU Fullerton, and San José State University. FPC also reviewed the Academic Senate of the California State University “Recommendation on the Eligibility of Lecturers for Emeritus Status” (2014). After considerable deliberation FPC voted to approve policy modification FPC 17-24.10 Retired Faculty-Emeritus Status at its meeting on October 1, 2018 and to send to Senate Exec ahead of the minutes.

At the Academic Senate meeting on October 23, 2018 senators voted to return Proposed Policy Modification for Chapter VIII of the Faculty Handbook FPC 17- 24.10 Retired Faculty – Emeritus Status to Faculty Policy Committee for further deliberation and recommended that we seek input from Emeriti Faculty Association. We added FPC 18-6: Retired Faculty – Emeritus Status to our agenda and met with representatives from the Emeriti Association on March 4, 2019. Prior to our meeting we received a summary of suggestions from the Emeriti faculty, which we discussed with them at the meeting and also used to guide our revisions. We incorporated almost all of the suggestions made by the Emeriti faculty. FPC voted to approve FPC 18-6: Retired Faculty – Emeritus Status at its meeting on March 11 and also voted to send to Senate Exec ahead of the minutes.

The following points summarize the changes to FPC 18-6.5 Retired Faculty-Emeritus Status. Changes from the previous version, FPC 17-24.10 are included along with new revisions made during these subsequent deliberations.

Line 1: FPC changed this language to specify that retired faculty and emeritus status are two different things. The first paragraph addresses retired faculty and the rest of the policy is related to emeritus status.

- Line 14: The word tenured is recommended for deletion because this policy refers to emeritus status tenured and other faculty, which is addressed in lines 15-17.
- Lines 15-17: This added language identifies how the term faculty is used throughout this policy.
- Lines 18-21: This language expands who is eligible for emeritus status to include lecturers and other categories of faculty and further clarifies that breaks in service are not disqualifying. This was added because lecturers only serve when there are courses for them to teach and may have breaks in service. Therefore, FPC felt that this should not be disqualifying for other types of faculty.
- Line 23: This change is editorial.
- Lines 30-31: These changes are editorial.
- Line 32: The title of this subsection was changed to reflect what it describes since criteria for eligibility for emeritus status can be different for department/divisions/schools and/or colleges and also are dependent on the area for which faculty, as defined in this policy, are hired. Criteria for retention, tenure, promotion, and range elevation are outlined specifically in department/division/school and college ARTP documents and more generally in evaluation policies in the *Faculty Handbook*.
- Lines 19-20: This language clarifies that breaks in service are not disqualifying. This was added because lecturers only serve when there are courses for them to teach and may have breaks in service. Therefore, FPC felt that this should not be disqualifying for other types of faculty.
- Line 32: The word uninterrupted was deleted to align with new language in lines 20-21.
- Lines 33-34: FPC removed the words “ a teacher and scholar” on line 34 and replaced them with “in the area(s) for which they were hired to allow for other than tenure track instructional faculty.
- Line 35: These changes are editorial.
- Lines 34-36: This language is editorial.
- Lines 38-40: This language was deleted because it is addressed in lines 18-19 and 54-56.
- Line 42: FPC deleted the / and replaced with “or.”
- Line 43: FPC deleted the / and replaced with “or.”
- Line 44: This language indicates the request is submitted electronically, including a digital photograph.
- Lines 46-53: FPC added new language to address emeritus requests from tenured faculty and lecturers with joint appointments. For tenured faculty members this language is aligned with evaluation procedures for faculty with joint appointments. Since emeritus status is granted by

the President, FPC did not think it was necessary for lecturers with appointments in more than one department/division/school or college to submit multiple requests for emeritus status.

Lines 54-56: This language is modified and moved from lines 38-40.

Lines 56-58: This language specifies that if lecturers have appointments in more than one college the recommendation from the department/division/school where the request is submitted must go to each college dean.

1 **Retired Faculty _AND Emeritus Status**

2 (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, 3/13/18;
3 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, 4/20/18;
4 Editorial Amendment: 9/00, 8/01)

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

13 **Emeritus Status**

14 Emeritus status may be granted to a tenured faculty member who has resigned/retired after a minimum
15 of ten (10) years of distinguished service at California State University, Los Angeles. FOR THE PURPOSE
16 OF THIS POLICY, THE TERM FACULTY WILL INCLUDE TENURED FACULTY, LIBRARIANS, COUNSELORS,
17 COACHES, AND LECTURERS.

18 FACULTY MEMBERS WHO HAVE SERVED TEN (10) OR MORE YEARS (AT ANY TIME BASE) AT CAL STATE LA
19 MAY REQUEST EMERITUS STATUS AT THEIR HIGHEST ACADEMIC RANK UPON RESIGNATION OR
20 RETIREMENT FROM THE UNIVERSITY. BREAKS IN SERVICE DO NOT DISQUALIFY A FACULTY MEMBER
21 FROM ATTAINING EMERITUS STATUS.

22 Faculty granted Emeritus status shall enjoy all the courtesies accorded retired faculty plus the following
23 benefits: inclusion at the head of IN the corresponding department's/division's/school's faculty list (IF
24 APPLICABLE), as well as in the consolidated Emeriti list in the General Catalog; recommendation for life
25 membership in the Alumni Association; a special identification card; receipt of publications and
26 information related to university activities (unless declined); selective invitation to participate in campus
27 councils as consultants, where appropriate and legal; free admission to musical, dramatic, athletic and
28 other University performances; access to electronic communication and information as long as they are
29 legally and fiscally feasible; faculty library borrowing privileges; access to campus rooms and facilities for
30 meetings and reunions of Emeriti; and a faculty parking permit; and office space, on a space available
31 basis CONTINGENT UPON AVAILABILITY.

32 **ELIGIBILITY Criteria.** It is expected that a faculty member will have at least ten uninterrupted years of
33 distinguished service as a teacher and a scholar and will have MADE significant contributions to
34 California State University, Los Angeles IN THE AREA(S) FOR WHICH THEY WERE HIRED prior to
35 resignation/ OR retirement in order to qualify as a candidate for Emeritus status, although Exceptions
36 may be made for faculty with fewer years of service who have made exceptional contributions as
37 identified by their faculty colleagues.

38 **REQUEST AND Approval.** All tenured faculty who resign/ OR retire may request Emeritus status. The
39 appropriate department/division/school committee and the college dean must each make a
40 recommendation prior to the consideration by the president. The procedure for consideration of
41 Emeritus status must be initiated by the faculty member within two years following the effective date of
42 retirement/ OR resignation. For those in the faculty early retirement program (FERP), the effective date

43 of retirement is prior to entering FERP status. To be considered for Emeritus status, resigning/ OR
44 retiring faculty members must submit ELECTRONICALLY an updated curriculum vitae, A DIGITAL
45 photograph, and brief biography.

46 EMERITUS REQUESTS FROM FACULTY WITH JOINT APPOINTMENTS IN TWO OR MORE
47 DEPARTMENTS/DIVISIONS/SCHOOLS OR COLLEGES SHALL BE REVIEWED EITHER BY THE PEER REVIEW
48 COMMITTEE IN EACH DEPARTMENT/DIVISION/SCHOOL OR BY A JOINT COMMITTEE OF FACULTY FROM
49 EACH DEPARTMENT/DIVISION/SCHOOL, IN ACCORDANCE WITH EVALUATION PROCEDURES SET FORTH
50 AT THE TIME OF APPOINTMENT. LECTURERS WITH APPOINTMENTS IN MORE THAN ONE
51 DEPARTMENT/DIVISION/SCHOOL SHALL SUBMIT EMERITUS REQUESTS TO ONE
52 DEPARTMENT/DIVISION/SCHOOL IN WHICH THEY SERVE; THAT DEPARTMENT/DIVISION SCHOOL WILL
53 REQUEST ELIGIBILITY STATUS FROM THE APPROPRIATE DEAN'S OFFICE.

54 THE APPROPRIATE DEPARTMENT/DIVISION/SCHOOL/LIBRARY COMMITTEE (OR EQUIVALENT) AND THE
55 APPROPRIATE ADMINISTRATOR (COLLEGE/LIBRARY DEAN, ATHLETIC DIRECTOR, DIRECTOR OF CAPS)
56 MUST EACH MAKE A RECOMMENDATION PRIOR TO CONSIDERATION BY THE PRESIDENT. IF LECTURERS
57 HOLD APPOINTMENTS IN TWO OR MORE COLLEGES, RECOMMENDATIONS FROM THE
58 DEPARTMENT/DIVISION/SCHOOL COMMITTEE SHALL BE FORWARDED TO EACH COLLEGE DEAN. The
59 recommendations of the department/division/school committee and the college dean(S) shall be
60 forwarded to the Provost and the President along with the personnel action file for final consideration
61 and approval. The President will inform the faculty member of the final decision.

62 Posthumous nominations for faculty who meet the criteria may be made on behalf of the deceased
63 faculty by a faculty member in their department/division/school within two years of death.