

## **Emeritus Status**

Functional Lead: VPAA

Division: ASD

Responsible Office: Academic Policies

1. Purpose. This policy identifies the requirements, processes, and benefits of bestowing Emeritus status on designated Marine Corps University (MCU) faculty.
2. Background. The conferring of Emeritus status is a traditional and widely followed practice in American colleges and universities for recognizing the contributions of faculty members. It signifies that one is honorably retired from the conferring institution, but retains the title last held (e.g., Professor Emeritus of National Security Affairs or Dean Emeritus of Command and Staff College).

### 3. Policy

a. Prerequisites. The President, MCU is the approval authority for the awarding of Emeritus status. The Emeritus status is conferred based upon established service. The designation will be reserved for the individual who meets the following criteria:

(1) Meritorious service of at least fifteen years with MCU.

(a) The President, MCU may waive up to three years, based on evidence of exceptional contribution by a faculty member. Scholarly or creative work and recognition in professional organizations will be considered in granting waivers.

(b) In computing the total combined years of service with MCU, when appropriate, the years served in uniform as an MCU military faculty member may be added to the years served as a civilian faculty member.

(2) Teaching faculty. A proven educator of established ability with an outstanding record of teaching excellence, including the following:

(a) Retirement from full-time teaching at MCU with the rank of Full Professor.

(b) Recognition in professional organizations.

(c) Recognition resulting from scholarly or creative work.

(d) Outstanding record of University service.

(3) Other MCU faculty or staff (e.g. Deans, Administrative Faculty, etc.)

(a) Recognition as an eminent expert in respective fields.

(b) Outstanding record of University service beyond assigned duties.

(c) Recognition resulting from activities / work that significantly enhances the reputation of the University or significantly improves the quality of the Marine Corps' educational outcomes.

b. Privileges. The designation of Emeritus provides the following privileges:

(1) A certificate attesting to that status.

(2) Access to library services and other faculty research facilities.

(3) A standing invitation to participate in commencement processions and similar ceremonies.

(4) A standing invitation to participate in academic conferences, seminars, or other presentations conducted by the University.

(5) If an educational program director concurs, the option of offering appropriate course or class offerings within the college or school's curriculum.

(6) The right to list the Emeritus title, and associated affiliation with MCU, on any publication or professional document.

(7) Listing in the faculty directory, University catalogs, and similar publications.

#### 4. Procedures

a. Nomination process

(1) Educational program directors will submit an Emeritus Nomination Form, a current vita of the nominee, and any other supporting documents to VPAA. All documents must be submitted in electronic format.

(2) VPAA will forward the recommendation to the MCU Board of Visitors (BOV) electronically for review, comment, and recommendation.

(3) VPAA will consolidate BOV recommendations and forward them to the President, MCU.

(4) The President, MCU, will consider the nomination packet and recommendations of the BOV, and then render a decision.

b. Recognition. Upon approval by the President, MCU, VPAA will notify the nominee and educational program director, and arrange an appropriate recognition ceremony.

Related Policies and Forms:

Emeritus Nomination Form

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