

# Asheville-Buncombe Technical Community College

# (A-B Tech) Procedure

## Procedure 114: Professor Emeritus

A-B Tech is committed to recognizing the outstanding service of faculty members by using the Professor Emeritus designation, which is also consistent with the Board of Trustees intention to recognize the service and dedication of College employees.

* In order to be eligible for the Professor Emeritus honorific, a faculty member must have fifteen (15) years of service as a full-time faculty member.
* They must be recognized for at least three of the following criteria:
* Teaching (such as the evaluations of students and/or supervisors.)
* Scholarship (such as presentations on or off campus, professional affiliations, publications, work for accrediting agencies.)
* Creative activities (such as service within the community related to or unrelated to one’s academic discipline.)
* Service to the College (such as significant committee work, creation of a new academic program, vocational or avocational improvements to the campus.)
* A faculty member who meets three of the above criteria may be nominated by:
* A department chairperson.
* A dean.
* An Executive Leadership Team member.
* The President has the final approving authority. The President may nominate an individual or deny the honor for serious or compelling reasons.
* A recommendation may come in at any time after a faculty member announces their retirement, and the honorific will be effective as of the last day of employment. The honorific may be used in retirement, including while teaching courses as an adjunct for the College.
* The Executive Director of Human Resources will provide advice and support as needed and appropriate for any nominator to ensure that the nominee is in good standing with the College.
* Professors Emeriti who are approved during an academic year will be recognized at the annual commencement exercises. They will also receive appointment letters from the President and appropriate plaques.
* Additional benefits will include:
* Business cards with Emeritus title.
* College ID card with Emeritus title.
* Invitation to the Celebration for the Commencement Speaker.
* Invitation to attend the Commencement exercises and to sit with Faculty.
* Cap and gown rental for Commencement.
* A-B Tech Faculty parking sticker.
* Unlimited access to the Don C. Locke Library.
* Name listed in the College Catalogue.
* Recognition on the Employee Recognition Wall in the Mission Health/A-B Tech Conference Center.
* Invitation to and recognition at the annual Scholarship luncheon.

Pursuant to Board policy, Chapter 100, Section 114, this procedure must be followed when selecting a faculty member for Professor Emeritus status.

## Definition:

Professor Emeritus: A retired faculty member who earns and retains an honorary title corresponding to that held immediately before retirement.

Owner: President

Date Effective: October 9, 2017