

# Bemidji State University Policies

<b>Policy Name:</b> Emeritus Status	<b>Effective Date:</b> 1/1/2018
<b>Policy Owner:</b> <ul style="list-style-type: none"><li>• President</li></ul>	<b>Last Review:</b> 2/1/2022
	<b>Next Review:</b> 9/1/2025

## **Policy Statement**

In keeping with Article 4.8, Emeritus Status, of the Minnesota State Colleges and Universities Board Policy, "The award of emeritus status is intended as a special honor for system employees who have served with great distinction. Recognition as emeritus shall not be awarded as a matter of due course, and is granted only to those whose service has been most exemplary."

To be awarded emeritus status at Bemidji State University, an employee must have:

- a. 10 years of service to Bemidji State University;
- b. Retired from the position at Bemidji State University for which emeritus status would be conferred (faculty/service faculty);
- c. Established a record of distinguished and exemplary service while employed in the position; and
- d. Completed employment in the position in good standing.

## **Scope and Purpose of Policy**

The policy and procedures applies to faculty and service faculty in both the IFO and MSUAASF bargaining units who have served for 10 years with the university, and lays out the requirements and eligibility for emeritus status upon retirement.

## **Rationale**

Bemidji State University wishes to recognize the exemplary service provided by its faculty and service faculty, and to maintain a connection with these employees by providing them with benefits and opportunities to engage on multiple levels with the university community.

## **Procedures**

Individuals who are to be considered for emeritus status must meet the four criteria established within the emeritus status policy.

Nominations for emeritus appointment originate in the employee's home department or administrative area. It is the responsibility of the department or administrative leader (chair, director, etc.) to nominate a retiring employee for emeritus status.

Nominations shall include evidence that demonstrates a record of outstanding achievement and distinguished service during the nominee's career at the university. In the circumstance

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that a department or administrative leader is not supportive of a nomination, the retiring employee may request such a nomination from the dean, vice president or Cabinet member.

All nominations will be forwarded to the President, along with the required evidence in support of emeritus status from the dean/senior administrator. This should include a recommendation, a summary of career highlights, and a copy of the nominee's curriculum vitae or resume.

Consideration for emeriti status will only be granted at the time of retirement.

The decision whether to grant emeriti status shall come from the President. If emeritus status is not granted by the President, a faculty member may present additional information for consideration. However, the decision of the President is final.

**Benefits** (this section will be reviewed in accordance with the policy review procedures and is subject to change):

- Email
- Complimentary campus parking permit
- Lifetime Activities pass with access to cultural events (except invitation-only events) and NSIC athletic events (except for playoffs)
- Listing on the university website
- Invitation to social activities hosted by the President and/or Alumni Association
- Lifetime library borrowing, interlibrary loan, and remote access to databases.

**Volunteer opportunities:** Without emoluments or wages (may include):

- Tutoring
- Assisting with alumni events and correspondence
- Serving as event ambassadors
- Supporting Continuing Education and Outreach programs
- International programs
- Student recruitment
- Campus beautification

## **Emeriti Responsibilities**

Those who receive the distinction of "emeritus" or "emerita" are considered ambassadors of Bemidji State University, which carries the responsibility of engaging in behavior and activities that promote the well-being of the University.

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The University reserves the right to suspend or terminate some or all benefits for just cause. In this case, the emeritus faculty/staff will be notified of the action and the reason for the action and may appeal to the President or his/her designee. The decision of the President is final.

## **Supporting References**

Article 4.8, Emeritus Status, of the Minnesota State Colleges and Universities Board Policy

Minnesota State Colleges & Universities, Board Policy 4.8 Emeritus Status  
<http://www.minnstate.edu/board/policy/408.html>