

	POLICY	Motion No.	EXEC 1016-2020
	Board of Trustees Emeritus Appointments	Effective Date	12/15/2020
		Responsible Department	President
		Attorney Review / Date	NA

Definition

Emeritus status is an honor bestowed upon former Pennsylvania Highlands Community College Trustees in recognition of their outstanding contributions to Pennsylvania Highlands Community College and the surrounding communities. Appointments to emeritus status also provide Trustees with the support to remain active contributors to Pennsylvania Highlands Community College after their tenure of Trustee has ended. Emeritus appointments may be revoked for cause.

Eligibility

Emeritus status can be conferred upon Trustees who meet the following eligibility requirements:

- 1) Nominee has officially declared that he/she will no longer serve on the Pennsylvania Highlands Community College Board of Trustees.
- 2) Nominee has served on the Board of Trustees for a minimum of 12 years.
- 3) Nominee has provided meritorious and significant contributions to the College and surrounding communities.

A Trustee may be awarded emeritus status posthumously.

Emeritus Recommendation Process

- 1) Current full-time employees or members of the College Board of Trustees are eligible to nominate former Trustees for emeritus status.
- 2) The nominator(s) must provide significant evidence of the nominees meritorious and significant contributions to the College and surrounding communities. Evidence to support the nomination may vary from candidate to candidate but may include reference letters, a list of significant contributions, and examples of contributions published in the local media or other reputable sources. The nominator may be asked to provide an oral argument to Cabinet, and later, to the Board of Trustees.
- 3) After reviewing the nomination documentation and having discussions with Cabinet members, the President will determine if the recommendation is moved to the Board of Trustees for action.
- 4) The Board of Trustees will approve or deny the request for emeritus status by vote at a full Board meeting.

Privileges of Emeritus Status

Privileges for individuals with emeritus status include the following:

- 1) Retaining his/her title of Trustee followed by the designation emeritus.
- 2) Retaining a Pennsylvania Highlands Community College identification card.
- 3) Retaining a College email account and contact listing on the College website.
- 4) Having a standing invitation to all College events including commencement. Any cost of attendance to the College event will be offered at a reduced rate.
- 5) Enrolling into for-credit classes tuition free if space is available. Course fees will apply.
- 6) Enrolling into Community Education classes at a 20 percent discount.

Revocation

Emeritus status may be revoked by the Board of Trustees if the person, at any time, is involved in an illegal impropriety or action that brings dishonor to the College. If a Trustee Emeritus is ever reappointed to the Pennsylvania Highlands Community College Board of Trustees as an active Board member, emeritus status will be suspended until after the Board member’s active status ends.

Effective Date	Motion Number	Document Author	Description of Change
12/15/2020	EXEC 1016-2020	President	Initial Policy Release