

Date	01/11/2023 Time: 10:00 - 11:00 am					
Invitees / Attendance						
	P	Danesha Seth Carley	P	Marko Hakovirta	A	Susan Osborne
	P	Katharine Stewart	P	Erin Seekamp	A	Angela Smith
	P	Paul Williams	P	Gareth Washington	A	Paige Averett
	P	Peggy Domingue	P	David Thuente		
Action Items from last meeting	<p>The Meeting was called to order in Zoom at 10:02 a.m. with a quorum present.</p> <ol style="list-style-type: none"> <li>1. It was advised that the meeting would be recorded for use in capturing the Minutes and the recording would not be shared publicly.</li> <li>2. The <a href="#">September 14, 2022</a> meeting minutes were approved. Motion to approve by Dr. Erin Seekamp , seconded by Dr. Paul Williams .</li> </ol>					

Summary on Policy 05.20.02

“Emerit/us/a/x Faculty Status for Faculty and Senior Administrators”.

Dr. Stewart gave highlights regarding revisions to [Policy 05.20.02](#) on the Emeritus Faculty and Senior Administrator Policy.

**The revisions have been made to include:**

- More information about retired faculty, not solely emeritus faculty.
- To expand upon the procedures associated with granting or removing emeritus status.
- A section has been added in the policy regarding phased retirement referring faculty to the existing phased retirement regulation.
- There is mention of retired faculty who do not have emeritus status, but do have privileges that come with being a retired faculty member.
- There is expansion regarding the procedures for granting emeritus status.
- The policy talks about the rights that emeritus faculty have regarding eligibility for election to the Faculty Senate and membership in the General Faculty.
- The policy states the fact that emeritus faculty have never been members of the DVF; they actually lose their voting privileges; however, they remain members of the General Faculty.

- The policy talks about ways in which the emeritus faculty member can contribute significantly to the work of the department and the obligation of the department to support those faculty members if they are making that request (ie.- the department would be responsible for providing space and resources to the emeritus faculty member).
- The policy states that emeritus status can be rescinded, resigned or revoked.

#### **SOP Revisions:**

- Historically, the Department Head has to write a letter to the Dean and the Provost to recommend emeritus status.
- There are universities that say if you have 10 years of service, you automatically gain emeritus status; there is not a review process.
- There has been concern among faculty members at NC State about this process of Department Heads writing recommendation letters for emeritus status due to personal animus.

#### **Section 3 in the [SOP](#) has addressed this issue by stating that:**

- If a faculty member meets the initial eligibility criteria for emeritus status (ie. - they have served for 10 or more years in a full time faculty position and are now retiring from NC State), the Department Head **must** provide a letter of recommendation documenting that fact.
- There is not an option for the Department Head to decline to send a letter of recommendation for emeritus status if the faculty member meets the criteria.
- The Department Head is strongly encouraged to send additional information about the faculty members contributions, as this letter becomes part of the faculty members personnel file.
- There is a process being created regarding the process of a faculty member wanting to resign their emeritus status.
- There is a process being created regarding the university revoking a faculty members emeritus status in the case of significant misconduct.
- An appeal process has been built into the SOP so that a faculty member has a voice in the appeal process and it is not a unilateral decision.

#### **A Question was raised from the last meeting:**

- Can a faculty member who has served in multiple departments over more than a 10 year career essentially elect which department their emeritus appointment is in?
  - It was mentioned to possibly include in the SOP that a faculty member who has served in more than one department may request that their emeritus status be assigned to a past department with the support of that department's head.
    - If the department head did not provide that support, would the faculty member only be eligible in their last department?

### **A suggestion was made to add the following statement in the SOP:**

- In the case of faculty members who have served in more than one NC State department, the Provost office will work with the faculty member and the heads of those departments to finalize the emeritus appointment.
  - Dr. Stewart will insert this statement in Section 3 of the [SOP](#) and send it back to Sunanda to distribute to the committee members for review.

### **Additional revisions in the SOP (Section 7) - Procedure to Revoke Status - Faculty**

- Procedure to Revoke Status - Although these are rare cases; a procedure has been put in place and documented so in the case of revocation, the university is not allowed to make a unilateral decision, they have to give the faculty member a voice.
  - Dr. Seth Carley charged the committee to review both revised [Policy 05.20.02](#) and [SOP](#) and if there are any comments, questions or suggestions, to be ready to discuss at the next meeting to possibly approve and vote on the documents.

### **Mentoring**

- Emeritus Faculty Member(s) provide mentorship to new, returning and retiring faculty members.
  - A [Faculty Mentoring Central](#) link from the Office for Faculty Excellence was provided.
    - Dr. Maria Gallardo-Williams in the Office for Faculty Excellence is working on programming what can be done to support faculty mentors and faculty who are being mentored to improve the quality of mentoring relationships.
    - A suggestion was made for Dr. Gallardo-Williams to come and talk to the committee about what she is working on in terms of mentoring and how the committee can be of support to her.
      - Sunanda will reach out to Dr. Gallardo-Williams to see if she is available to come to the next meeting.

### **Adjourn**

The meeting was adjourned at 1:45 p.m.

### **Next Meeting:**

Wednesday, February 8, 2023, 10:00 - 11:00 a.m.