

**UNIVERSITY OF NORTH CAROLINA SCHOOL OF THE ARTS**  
**Emeritus Status Policy**  
**Policy #110**

**Source of Authority:** *UNC Code* Appendix I, Art. IV

**Revision Authority:** Board of Trustees

**History:**                   **First Issued:** February 17, 2011

**Related Policies:**    Board of Trustees Bylaws;  
                              Complimentary Tickets Policy #107;  
                              E-Mail Policy #502;  
                              IT Account Management Policy #503;  
                              Use of the UNCSA Brand Policy #122

**Responsible Offices:** Chancellor

**Effective Date:**       February 17, 2011

**I. Purpose**

UNCSA acknowledges that the pre-eminence of its training programs is the direct result of the enduring contributions of deans, administrators, trustees, faculty and staff, and UNCSA is grateful for their commitment and service to the institution over the years. The school recognizes that many of these individuals can continue to be a valuable resource to the institution and to its students, by virtue of their knowledge, their experience, their institutional memory and their professional insight. UNCSA strengthens that relationship by honoring them with the distinction of Emeritus status.

**II. Scope**

This policy applies to all trustees, faculty members, and Senior Academic and Administrative Officers – Tier I (“SAAO-I”) of UNCSA.

**III. Definitions**

**IV. Policy**

- A. **Faculty & SAAO-I.** The chancellor may recommend for emeritus status any faculty member or SAAO-I employee who retires from UNCSA with at least 15 years of permanent full-time service at UNCSA and who has rendered significant contributions to the institution. If an employee who has made outstanding contributions to the institution retires from UNCSA before accruing 15 years of permanent full-time service, the chancellor may choose to make an exception to the years of service requirement above.
- B. **Board of Trustees Members.** The Board of Trustees may elect trustees emeriti. Qualifications for election as trustee emeritus shall be outstanding and dedicated service to the University of North Carolina School of the Arts and the Board of Trustees, especially during the School’s early formative years. A Trustee Emeritus may serve for a term of years or for a lifetime as specified by the Board at the time of election.
- C. The Board of Trustees has the sole power to grant the distinction of emeritus status.

D. **Rights & Privileges.** Those in emeritus status shall have the rights and privileges established by this policy and its associated procedures, and shall be subject to the same restrictions, as regular trustees, faculty members, and Senior Academic and Administrative Officers – Tier I (SAAO- I) except that emeritus individuals may not hold a committee office or vote in campus elections.

E. **Durations.** The designation of emeritus status shall be a lifelong distinction which shall endure in perpetuity so long as those recognized as such maintain appropriate professional and ethical behavior.

**V. Revision History**

A. February 17, 2011 – Adopted by Board of Trustees as part of UNCOSA Policy Manual

**UNIVERSITY OF NORTH CAROLINA SCHOOL OF THE ARTS**  
**Emeritus Status Procedures**  
**Procedure #110**

**I. Rights & Privileges of Emeritus Status**

- A. As long as full-time personnel receive same, the rights and privileges of emeritus status shall normally include
  - 1. a campus mailbox and email account;
  - 2. a listing in UNCOSA's telephone directory and in all publications and bulletins of the School;
  - 3. library privileges;
  - 4. enrollment in one course per term free of charge in accordance with guidelines established by the State of North Carolina;
  - 5. admission to school performances, AND
  - 6. the use of the Fitness Center and the Student Commons at the same rates available to regular full-time personnel.
- B. The Chancellor or the individual schools and divisions, at their discretion and upon approval by the COO and CAO, may grant other benefits such as secretarial services and office space to emeritus personnel if such benefits do not create a resource allocation issue or negative impact upon the University or the associated division or school.

**II. Nominations of Emeritus Status for Faculty**

- A. Recommendations for emeritus appointments are initiated in the individual schools or divisions, where a member of the faculty must nominate the candidate.
- B. All recommendations must be voted upon by the full-time faculty in that school or division, and must carry the vote with at least a 2/3-majority
- C. For purposes of this procedure, a full-time faculty member is considered to be anyone holding a full-time faculty appointment contract.
- D. The approved recommendation is forwarded to the Chief Academic Officer, and then the Chancellor for endorsement.
- E. The Chancellor then submits the recommendation to the Board of Trustees for their approval.
- F. Any member of the UNCOSA community may suggest a nominee by forwarding that name in writing to the nominee's school or division; however, a member of the faculty within the appropriate discipline(s) must ultimately place the candidate's name into nomination.

**III. Nominations of Emeritus Status for SAAO-I**

- A. Any member of the UNCOSA community may suggest a nominee by forwarding that name in writing to the Chancellor.

- B. The Chancellor will nominate those individuals deserving of emeritus status to Board of Trustees.
- C. The Chancellor may nominate individuals for emeritus status on his own volition without nomination by a third party.