

### **3354: 1-11-08.2 President and senior administrator emeritus procedure**

#### **(A) Appointment of a President or Senior Administrator Emeritus.**

- (1) The President Emeritus and Senior Administrator Emeritus designations are reserved for a retiring president or senior administrator who has provided significant, substantive service to benefit Cuyahoga Community College students and who enhanced the educational, training and public service mission of the institution.
- (2) The president or senior administrator has established, throughout his or her tenure at Cuyahoga Community College, a record of unmatched commitment through documented acts and deeds in service to Cuyahoga Community College.
- (3) It is expected, also, that the president or senior administrator has demonstrated a history of professional accomplishment, national and state representation, and community engagement that would warrant recognition and that would bring honor and distinction to the individual and the College.
- (4) The president or senior administrator emeritus designation may be awarded at any time upon the initiated retirement of the president or senior administrator.

#### **(B) President and Senior Administrator Emeritus Qualifications. Candidates for President or Senior Administrator Emeritus must demonstrate a history of distinguished and noteworthy commitment to the College and community in the following ways:**

- (1) Serve in the role of senior administrator or president, or in a combination of these roles, for a minimum of 15 years.
- (2) Advocate for the College and its students at the local, state, and national levels through visible leadership and engagement in initiatives that promote and enhance the College's mission, vision and values.
- (3) Provide outstanding and distinguished service to the College, going beyond the normal duties and responsibilities of the appointed role, and have extraordinary impact on the College and the broader community.
- (4) Exhibit dedication and commitment to the College, its students, and its employees by developing exemplary systems of leadership and promoting excellence throughout the institution.
- (5) Exemplify the highest standards of personal and professional integrity, civic responsibility, vision and leadership.
- (6) Achieve in professional, civic and community roles.

(C) Nomination.

- (1) Eligibility for President Emeritus is assessed by the Board of Trustees to ensure that candidates meet all the qualifications noted above. If it is determined that all criteria are met or exceeded, a resolution is prepared and presented for a vote by the Cuyahoga Community College Board of Trustees.
- (2) Eligibility for Senior Administrator Emeritus is assessed by the President to ensure that candidates meet all the qualifications noted above. If it is determined that all criteria are met or exceeded, a resolution is prepared and presented for a vote by the Cuyahoga Community College Board of Trustees.

(D) Emeritus Privileges. The following privileges will be afforded to Presidents or Senior Administrators Emeriti:

- (1) A formal resolution naming and honoring the President Emeritus or Senior Administrator Emeritus.
- (2) Invitation as special guest to College events and activities, where appropriate.
- (3) Invitation to provide counsel or to serve in other capacities in support of the College, as deemed appropriate by the President.
- (4) Use of the Emeritus title in community and professional activities.
- (5) Continued use of College resources, as approved by the President.
- (6) Inclusion of name and Emeritus status in appropriate College publications.
- (7) Receive College publications to be kept abreast of College initiatives.
- (8) Other individual privileges as deemed appropriate by the Board of Trustees for a President Emeritus or by the President for a Senior Administrator Emeritus.

Effective date: June 17, 2021.