

## **AP 4115 Award of Emeritus Status**

According to Board Policy 4115, the Board of Trustees may award Emeritus Status to employees who have shown exceptional services rendered and significant contributions made over time. Faculty and staff who have served Taft College students for a minimum of ten academic years shall qualify for nomination.

Nomination forms shall be submitted by April 1<sup>st</sup> of the academic year in which the nominee retires. Forms may be obtained from the Academic Senate for faculty nominations; CSEA officers for classified staff nominations; and the Human Resources department for management staff nomination forms. These forms may also be found online through the Office of Instruction website.

1. Emeritus status for retiring faculty shall be awarded by Board action upon the combined recommendation of the Division Chair, Academic Senate, Vice President of Instruction, and the Superintendent/President.
2. Emeritus status for classified staff shall be awarded by Board action upon the combined recommendation of the CSEA, appropriate Vice President, and the Superintendent/President.
3. Emeritus status for retiring classified management staff and classified confidential staff shall be awarded by Board action upon the combined recommendation of the appropriate Vice President and the Superintendent/President.
4. Emeritus status for retiring educational administrative personnel shall be awarded by Board action upon the recommendation of the Superintendent/President.

NOMINATION FOR EMERITUS STATUS

**Administration**

West Kern Community College District

Nominee: \_\_\_\_\_

Department: \_\_\_\_\_ Date: \_\_\_\_\_

The following signatures indicate approval for the nominee listed above.  
Application for Emeritus Status attached.

\_\_\_\_\_  
Superintendent/President

\_\_\_\_\_  
Date

\_\_\_\_\_  
President, Board of Trustees

\_\_\_\_\_  
Date

NOMINATION FOR EMERITUS STATUS

**Classified**

West Kern Community College District

Nominee: \_\_\_\_\_

Department: \_\_\_\_\_ Date: \_\_\_\_\_

The following signatures indicate approval for the nominee listed above.  
Application for Emeritus Status attached.

_____ Classified President	_____ Date
_____ Vice President	_____ Date
_____ Superintendent/President	_____ Date
_____ President, Board of Trustees	_____ Date

NOMINATION FOR EMERITUS STATUS

**Faculty**

West Kern Community College District

Nominee: \_\_\_\_\_

Department: \_\_\_\_\_ Date: \_\_\_\_\_

The following signatures indicate approval for the nominee listed above.  
Application for Emeritus Status attached.

\_\_\_\_\_  
Division Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Academic Senate President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Vice President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Superintendent/President

\_\_\_\_\_  
Date

\_\_\_\_\_  
President, Board of Trustees

\_\_\_\_\_  
Date

NOMINATION FOR EMERITUS STATUS

**Classified Management/Classified Confidential**

West Kern Community College District

Nominee: \_\_\_\_\_

Department: \_\_\_\_\_ Date: \_\_\_\_\_

The following signatures indicate approval for the nominee listed above.  
Application for Emeritus Status attached.

\_\_\_\_\_  
Vice President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Superintendent/President

\_\_\_\_\_  
Date

\_\_\_\_\_  
President, Board of Trustees

\_\_\_\_\_  
Date