

Emeritus Faculty

Policy No:	5505
Version:	1
Category:	Education
Approval Body:	Board of Governors on advice of Education Council
Executive Sponsor:	Vice President Academic
Department Responsible:	Office of the Vice President Academic
Directory of Records Class:	0650-15
Approval Date:	2021 Dec 07

Policy Statement

The British Columbia Institute of Technology (the “Institute”) grants Emeritus Faculty status to recognize former faculty employees of the Institute who are distinguished by their significant accomplishments and contributions to industry or academia and whose excellence and continued connection will reflect positively on the Institute. The designation allows the Institute and the individual to continue to build and maintain a positive on-going relationship.

Purpose of Policy

The purpose of this policy is to provide guidance on selection and appointment of Emeritus Faculty. This policy also defines the roles and responsibilities of Emeritus Faculty as well as the benefits offered to Emeritus Faculty.

Table of Contents

Policy Statement	1
Purpose of Policy	1
Table of Contents	1
Application of this Policy	1
Related Documents and Legislation	1
Definitions	2
Nominations	2
Term of Appointment.....	2
Duties and Responsibilities	2
Procedures Associated with this Policy.....	3
Forms Associated with this Policy	3
Amendment History	3

Application of this Policy

This policy applies to all persons appointed as Emeritus Faculty as well as all Schools, Departments, Divisions or areas wishing to appoint an Emeritus Faculty member or those that have appointed Emeritus Faculty members.

Related Documents and Legislation

BCIT Policies

1504 Standards of Conduct and Conflict of Interest

6600 Integrity in Research
6700 Freedom of Information and Protection of Privacy
7150 Occupational Health & Safety
7507 Harassment and Discrimination

Definitions

Emeritus Faculty - are distinguished former faculty employees of the Institute who have practiced a profession with distinction or particular success and have special skills or learning of value to the Institute.

Nominations

Nominations for Emeritus Faculty positions are made to the Vice President Academic at the request of the Dean/Manager and the Department/Division wishing to recognize a former faculty employee as Emeritus Faculty.

Nominees will have practiced a profession with distinction or particular success; and have a demonstrated commitment and value to the Institute or the appropriate School, Department or Division. Nominees must be formerly employed by the Institute in any faculty capacity, including as a regular employee, temporary employee, or auxiliary employee in any employment classification.

The Vice President Academic Office, with the assistance of the School, Department or Division making the application, will conduct a due diligence review to ensure any Emeritus Faculty appointments are made to qualified individuals.

All Emeritus Faculty appointments are approved by the Vice President Academic. The Vice President Academic has sole discretion to determine whether or not to approve the appointment.

Term of Appointment

The term of appointment will normally be 3 years from the appointment starting date. Emeritus Faculty may be reappointed for additional terms. The Vice President Academic may rescind an Emeritus Faculty Appointment at any time at their sole discretion.

Duties and Responsibilities

Emeritus Faculty Role

Emeritus Faculty positions shall be used for guests of the Institution to undertake activities that are compatible with and complementary to existing Institute activities.

Emeritus Faculty positions are unpaid and do not constitute an employment relationship and as such Emeritus Faculty shall not be used to perform functions which could have been performed by Employees who have been laid off, or Employees who are currently on leave.

Emeritus Faculty must comply with all applicable BCIT policies.

Emeritus Faculty are eligible to be co-applicants for research grant purposes and eligible as Guest Lecturers.

Institute Support

The Institute may provide the following support for Emeritus Faculty:

1. Office space (subject to need, availability and approval of the Department)

2. Email address (first_last@emeritus.bcit.ca)
3. Website listing under host Department or Division as Emeritus Faculty
4. Business cards with title of Emeritus Faculty
5. Access to the Institute's library
6. Invitations to Institute events such as annual convocation ceremonies or distinguished alumni awards

Vice President Academic

Questions of interpretation or application of this policy shall be referred to the Vice President Academic, whose decision shall be final.

Procedures Associated With This Policy

None

Forms Associated With This Policy

None

Amendment History

		<u>Approval Date</u>	<u>Status</u>
Created:	Policy 5505 version 1	2021 Dec 07	In Force

Scheduled Review Date

2026 Dec 07