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Office of the President

TO MEMBERS OF THE GOVERNANCE AND COMPENSATION COMMITTEE:

ACTION ITEM

For Meeting of May 23, 2018

AMENDMENT OF REGENTS POLICY 1203: POLICY ON EMERITUS TITLE FOR FORMER REGENTS, SENIOR LEADERSHIP, AND STAFF AND RESCISSION OF STANDING ORDER 103.5

EXECUTIVE SUMMARY

The conferral of emerita/emeritus title suffix is governed by a number of conflicting and/or ambiguous documents, including Regents Policy 1203: Policy on Emeritus Title for Former Regents, Senior Leadership, and Staff; Standing Order 103.5; a 1994 Regents action; Academic Personnel Manual 120; and Presidential Delegation of Authority 2109. A work group was convened to review these documents and recommend changes to clarify eligibility criteria, timing, and approval authority, and to make such criteria consistent across employee categories for non-academic appointments.

Based on the information provided by the work group, the President is recommending policy changes and clarifications for the conferral of emerita/emeritus title suffix on staff employees as detailed in the chart below.

Criteria for Emerita/Emeritus Title suffix for Staff Employees

Criteria	Proposed Change/Clarification	Previous Criteria
Staff Eligibility	All Senior Management Group members	Included SMG as well as staff below SMG
Timing	Upon retirement or resignation	Clarification; no change
Length of Service	At least 5 years in position for which the title suffix is being conferred	6 years as an Officer of the University; 10 years for other eligible SMG or MSP employees

Criteria	Proposed Change/Clarification	Previous Criteria
Meritorious Contribution	To the fulfillment of the mission and programs of the University	Clarification; previously stated "on the basis of their contributions to the University." Non-Officer SMGs and MSPs must have "extraordinary and meritorious contributions" to the University and recognition from outside of UC of noteworthy contributions to nominee's professional field
Disqualification	Serious breaches of policy or law, dismissal from service and/or subject to serious disciplinary action while holding position for which Emerita/Emeritus title suffix is considered	Clarification; not previously stated in policy
Approval Authority	President for all senior administrators (excluding those under Regents' authority) and delegation permitted from President to Chancellors, Laboratory Director, and EVP-COO for senior administrators at their locations (though the President would retain Chancellors and direct reports). The Regents will have approval authority for conferral of emerita/us title suffix on the President and Principal Officers of the Regents.	Clarification; previously nebulous due to conflicting and ambiguous documents
Exceptions	Exceptions should be rare and must be approved by next higher level of authority	Not previously stated in policy
Rescission of Emeritus Status	Once conferred, emerita/us title suffix may be rescinded by the President for any staff employee other than the Principal Officers of the Regents if there are serious reputational or other issues that have impact on the University. The Regents may rescind emerita/us title suffix for other Regents, the President, and Principal Officers of the Regents if serious reputational or other issues arise.	Not previously stated in policy

Proposed Changes to Emerita/Emeritus Title Suffix for Academic Appointees

The President, in consultation with Provost Brown and the Chair and Vice Chair of the Academic Senate, recommends incorporating the provisions of Standing Order 103.5(a) regarding the conferral of the emerita/emeritus title suffix on faculty and other academic appointees into Regents Policy 1203, accepting clarifying revisions to the language, and renaming Regents Policy 1203 to Regents Policy on Emerita/Emeritus Title Suffix to align with the populations covered. These amendments include: 1) adding gender-inclusive terms; 2) clarifying that conferral of emerita/emeritus title suffix, upon retirement, is not automatic for academic appointees other than Professors or Associate Professors; and 3) stipulating that the Academic Senate shall make a recommendation to the President of the University or designee regarding the conferral of the emerita/emeritus title suffix on all academic appointees other than Professors or Associate Professors. The proposed changes are shown for information in Attachment 4 and are incorporated into the proposed new Regents Policy on Emerita/Emeritus Title Suffix.

Contingent on approval of the proposed amendments to Regents Policy 1203, the President recommends rescinding Standing Order 103.5, since all sections of the Standing Order will have been incorporated into Regents Policy.

RECOMMENDATION

The President of the University recommends that the Governance and Compensation Committee recommend that the Regents:

1. Amend the Policy on Emeritus Title for Former Regents, Senior Leadership, and Staff, as shown in Attachment 2, with new policy language, the Policy on Emerita/Emeritus Title Suffix, as shown in Attachment 1

2. Following service of appropriate notice, rescind Standing Order 103.5, as shown in Attachment 3.

BACKGROUND

The scope of the review included several policies affecting staff employees covered by Personnel Policies for Staff Members and/or Regents Policies regarding the Senior Management Group (SMG), as well as Standing Order 103.5(a), addressing conferral of emerita/emeritus title suffix on faculty and other academic appointees.

The work group identified several guiding principles, including that Principal Officers of the Regents and the President should be subject to the same criteria as other SMG members, although Regents should retain the authority to confer emerita/emeritus title suffix on the Principal Officers and the President of the University; the conferral of emerita/us title suffix for an administrative appointment should not be automatic, even if the SMG member is a member of the Academic Senate; emerita/us titles suffix should not be conferred on staff employees below the level of SMG; and the factors to be considered in the decision to confer emerita/us title suffix

on administrators should be described in Regents Policy 1203 and are minimum requirements that do not guarantee conferral.

The work group recommended that the changes proposed by the Academic Senate Chair and Vice Chair be incorporated into Regents Policy 1203 so that the Regents Policy addresses the conferral of emerita/emeritus title suffix on all relevant classes of employees, including academic appointees, and revising the name of Regents Policy 1203 to align with all populations covered.

Contingent on approval of the proposed amendments to Regents Policy 1203, the President recommends rescinding Standing Order 103.5, as shown in Attachment 3, since all sections will have been incorporated into Regents Policy 1203 (Standing Order 103.5[b] and [c] were previously incorporated into the Policy). These changes will supersede the March 17, 1994 Regents action establishing criteria for conferral of Emeritus title suffix and Presidential Delegation of Authority 2109. Conforming amendments to Academic Personnel Manual section 120 shall be made.

Attachments:

Attachment 1: Proposed new Regents Policy on Emerita/Emeritus Title Suffix

Attachment 2: Rescission of Policy on Emeritus Title for Former Regents, Senior Leadership, and Staff

Attachment 3: Rescission of Standing Order 103.5 – Emeritus Status

Attachment 4: Proposed revisions to Standing Order 103.5(a) language to be incorporated into Regents Policy 1203 (for information)

Key to Acronyms:

EVP-COO	Executive Vice President and Chief Operating Officer
MSP	Management and Senior Professionals
SMG	Senior Management Group