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**Allan Hancock Joint Community College District  
Board Policy  
Chapter 7 – Human Resources**

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**BP 7911 SUPERVISORY/CONFIDENTIAL STAFF EMERITUS STATUS**

Emeritus status is an honorary title awarded for distinguished service to the college community. The Board of Trustees shall grant supervisory/confidential emeritus status to all qualified full-time supervisory/confidential staff upon retirement who:

- Complete employment with the District in good standing, and
- Are employed as full-time supervisory/confidential staff members with the District for at least ten years of consecutive service,
- Are recommended by the procedures that accompany this policy.

Supervisory/confidential staff members who retire after employment in the District with fewer than ten years may be considered for emeritus status in cases of exemplary service to the District; however, conferral to emeritus status in such a case is regarded as an exception. Emeritus status may be awarded posthumously.

The granting of supervisory/confidential emeritus status shall include, but not necessarily be limited to the following privileges, benefits, and courtesies available upon request:

1. An official document certifying emeritus status of the respective supervisory/confidential staff member endorsed by the President of the Board of Trustees and Superintendent/President.
2. An identification card which indicates status as an Emeritus supervisory/confidential staff member at Allan Hancock College.
3. A complimentary district staff parking permit.
4. A library card, allowing full use of library and Learning Resource Center services at any of the district facilities.
5. Complimentary or reduced-price admission to athletic, dramatic, including PCPA, film, lecture, musical, graduation ceremonies or other events at Allan Hancock College as provided to other Allan Hancock College staff members.

6. Use of an Allan Hancock College email address as provided to other supervisory/confidential staff members.

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**Adopted: 1/16/24**

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**Allan Hancock Joint Community College District**  
**Administrative Procedure**  
Chapter 7 – Human Resources

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## **AP 7911 SUPERVISORY/CONFIDENTIAL STAFF EMERITUS STATUS**

The procedures for determining and granting supervisory/confidential emeritus status are as follows:

1. The supervisory/confidential representative(s) will confer with the group the names of eligible supervisory/confidential staff to determine recommendations for emeritus status.
2. Once approved, the recommendations will be forwarded by the Superintendent/President for inclusion on the next Board of Trustees agenda.
3. The Board of Trustees will review the recommendations and will normally accept the recommendations for approval. If the Board does not approve a supervisory/confidential staff member from the list, the Board or its sole designee, the Superintendent/President, must submit a written explanation of their rationale within a reasonable time limit.
4. Emeritus status and/or the privileges, benefits and courtesies associated therewith may be revoked by the Board upon the recommendation of the Superintendent/President, in consultation with the supervisory/confidential staff representatives.

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**Approved:12/19/23**