



UNIVERSITY OF GUAM  
UNIBETSEDAT GUAHAN  
BOARD OF REGENTS

RESOLUTION NO. 16-15

**RELATIVE TO APPROVING THE REVISED REGENT EMERITUS(A)  
QUALIFICATIONS AND PROCEDURES**

**WHEREAS**, the University of Guam (University) is the primary U.S. Land Grant institution accredited by the Western Association of Schools and Colleges (WASC) serving the post-secondary needs of the people of Guam and the region; and

**WHEREAS**, the governance and well-being of the University is vested in the Board of Regents (BOR); and

**WHEREAS**, the BOR Academic, Personnel and Tenure (AP&T) Committee appointed an Ad Hoc Committee to review the Regent Emeritus(a) Qualifications and Procedures and has accepted the Ad Hoc Committee's recommended changes as reflected in the revised Regent Emeritus(a) Recognition – Qualifications and Procedures;

**WHEREAS**, the draft revisions have been reviewed and approved by the Administrative Council, and is recommended by the Administration and the AP&T Committee to the BOR for approval.


**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Regents hereby approves the revision to the Regent Emeritus(a) Recognition - Qualifications and Procedures as attached; and

**BE IT FURTHER RESOLVED**, that the revision replace Article II, E., 5, of the University's Rules, Regulations and Procedures Manual.

Adopted this of 21<sup>st</sup> April 2016.

  
\_\_\_\_\_  
Antoinette D. Sanford, Chairperson

**ATTESTED:**

  
\_\_\_\_\_  
Dr. Robert A. Underwood, Executive Secretary

6/2008

UNIVERSITY OF GUAM  
POLICIES AND REGULATIONS CHANGE REQUEST FORM

1. Subject: Emeritus (a) – Qualifications and Procedures
2. Purpose: Draft Revised Policy
3. Attach Complete Statement of Policy or Regulation (photocopy) and New / Amended Policy (complete), specifying exactly what the changed wording and where it should be inserted in the policy document.
4. Requested Effective Date: April 21, 2016
5. Publication Document (Reference section and/or page number):

\_\_\_\_\_ Undergraduate Catalog page \_\_\_\_\_  
 Year

\_\_\_\_\_ Graduate Bulletin page \_\_\_\_\_  
 Year

Section E; Pages 8-10 Rules, Regulations and Procedures Manual (section and page)

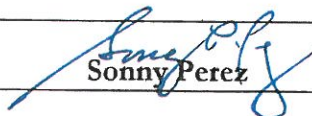
\_\_\_\_\_ **X** \_\_\_\_\_ Organization/Governance (Article II)

\_\_\_\_\_ Administrative/Operational Policies (Articles IV/ VII)

\_\_\_\_\_ Faculty Policies (Article V)

\_\_\_\_\_ Common Policies (Article VI)

\_\_\_\_\_ Student Policies (Article III)

UNIT	SIGNATURE (use BLUE pen please)	DATE
Originating Organizational Unit	_____	_____
Appropriate Administrator	_____	_____
Appropriate Governing Council(s)	_____	_____
Administrative Council	 Sonny Perez	4/8/16

APPROVED/DISAPPROVED:

<u>Dr. Anita Borja Enriquez</u>	<u>APR 06 2016</u>	<u>Dr. Robert A. Underwood</u>	<u>APR 08 2016</u>
SENIOR VICE PRESIDENT, Academic and Student Affairs	DATE	PRESIDENT	DATE

Antoinette Sanford  
 CHAIR, BOARD OF REGENTS (WHEN APPLICABLE) DATE

Blue Highlight No Changes Made

Yellow Highlight Ad Hoc Committee's recommended changes that are supported by AP&T Committee review for recommendation to BOR.

5. Emeritus(a) Recognition – Qualifications and Procedures

Regent Emeritus(a)

a. Emeritus(a) Regent:

Upon the recommendation of any member of the Board of Regents (BOR), and by a majority vote of the members, the BOR may bestow the rank of Regent Emeritus(a) upon a regent who meets the following criteria:

- (1) Has completed at least one (1) six-year term or its equivalent as a full member of the BOR and retires or is not continuing as regent.
- (2) Has distinguished himself/herself by making significant contributions to the University of Guam.
- (3) Has demonstrated active participation and engagement while serving on the Board.
- (4) Has demonstrated consistent philanthropic support and demonstrated interest in the University of Guam.

b. Procedures and Selection for Emeritus(a) Regent:

- (1) Upon receipt of a nomination in writing of any Regent, the Chair of the BOR shall refer the nomination to the BOR's Academic, Personnel and Tenure Committee.
- (2) The nomination package shall include, at a minimum, a written statement of support by the Regent making the nomination; a written statement by the nominee, and the nominee's curricula vitae or biography.
- (3) The written statement by the nominee shall indicate the nominee's consent to the nomination, his/her desire to serve, and attest demonstrate to their good moral character and standing in the community.
- (4) The Committee will review the nomination package, conduct interviews as desired, and render a report with recommendation to the Chair.

- (5) The Board in Executive Session shall determine by a majority vote of all members whether Emeritus(a) status is to be awarded to the nominee.

**Emeritus(a) President, Vice President, Dean, and Director or Equivalent Position:**

**a. Emeritus(a) President Criteria:**

Upon the recommendation of any Regent, the Board may bestow the rank of Emeritus(a) President upon a President who retires from the University and who meets the following criteria:

- (1) Has at least ten (10) years of service as a full-time faculty member and/or administrator at the University of Guam.
- (2) Has at least three (3) years of service as the President of the University of Guam.
- (3) Has distinguished himself/herself by making significant contributions to the University of Guam.

**b. Procedures and Selection for Emeritus(a) President:**

- (1) Upon receipt of a recommendation by any Regent, the Chair of the Board of Regents shall refer the nomination to the Academic, Personnel and Tenure Committee to review the nomination package, conduct research and interviews as desired, and render a report with recommendation to the full Board during an Executive Session.
- (2) The Board in Executive Session shall determine whether Emeritus(a) status is to be awarded to the nominee.
- (3) The Board of Regents shall have the authority to withdraw the Emeritus(a) status with just cause, subject to due process.
- (4) It is the responsibility of the Emeritus(a) person to maintain contact on at least a yearly basis with the Senior Vice President for Academic and Student Affairs, in order to remain listed in the Undergraduate Catalog and Graduate Bulletin. The Emeritus(a) person's name may be dropped from the Catalog and Bulletin should contact not be maintained.

**c. Emeritus(a) Vice President, Dean, or Director or Equivalent Position Criteria:**

Upon the recommendation of the President, the Board may bestow the status of Emeritus(a), Vice President, Dean, or Director or Equivalent Position upon an administrator who retires from the University and who meets the following criteria:

- (1) Has at least ten (10) years of service as a full-time faculty member and/or administrator at the University of Guam.
- (2) Has at least three (3) years of service in the position for which the Emeritus(a) status is to be bestowed.
- (3) Has distinguished himself/herself by making significant contributions to the University of Guam.

d. Procedures and Selection for Emeritus(a) Vice President, Dean, or Director or Equivalent Position:

- (1) Requests for Emeritus(a) status originate from the individual or from the immediate supervisor of the administrator.
- (2) The requests are submitted consecutively in the following order: appropriate Dean (if applicable), Administrative Council, and President. Each shall make a recommendation, in turn, to the Board of Regents.

e. Determination of Emeritus(a) status for Emeritus(a) President, Vice President, Dean, or Director or Equivalent Position:

- (1) The Board of Regents shall have the final determination concerning the granting of the Emeritus(a) status.
- (2) The Board of Regents shall have the authority to withdraw the Emeritus (a) status with just cause, subject to due process.
- (3) It is the responsibility of the Emeritus(a) person to maintain contact on at least a yearly basis with the Senior Vice President for Academic and Student Affairs, in order to remain listed in the Undergraduate Catalog and Graduate Bulletin. The Emeritus(a) person's name may be dropped from the Catalog and Bulletin should contact not be maintained.

f. Benefits for Emeritus(a) Regent, President, Vice President, Dean, or Director or Equivalent Position:

- (1) An identification card will be issued indicating Emeritus(a) status for the person so honored.
- (2) The name of the honoree will be listed as Emeritus(a) Regent, President, Vice President, Dean, or Director or Equivalent Position, as applicable, in the Undergraduate Catalog and Graduate Bulletin.

- (3) Appropriate stationary may be used and a mailbox will be provided, if desired.
  - (4) Participation in commencement, academic processions, and convocations and other University-sponsored events will be encouraged.
  - (5) Full library and computer center privileges will be provided.
  - (6) Based on the demonstrated needs of the University, the right to participate in grants, contracts, lectureships and other research or service projects funded by the University of Guam or outside sources and administered by the University will be allowed.
  - (7) The right to be listed on the campus speaker roster, if desired.
  - (8) The opportunity to be invited to participate on University Committees.
  - (9) Office space, use of equipment, and professional services (including an internet account) will be offered to an Emeritus(a) Regent, President, Vice President, Dean, or Director or Equivalent Position on an "as available" basis.
  - (10) Regent Emeritus(a) shall also be accorded the following honors/recognition by the University.
    - a. Be admitted to do research projects, lectureships or other academic activities at the University.
    - b. Be assisted by staff personnel assigned to Emeritus Hall.
    - c. Be accorded appropriate recognition at University of Guam functions.
- g. Based on the demonstrated needs of the University, an Emeritus(a) President, Vice President, Dean, Director or Equivalent Position, who has retired under the Government of Guam Retirement Fund may be reemployed at the University on a part-time or full-time basis in accordance with the statutes and regulations of the Government of Guam pertaining to such reemployment.



Approved by the Board of Regents February 17, 2000

- e. To sue and be sued subject to the Government Claims Act, Title VII, Chapter VI of the Government Code of Guam;
- f. To qualify and carry on its non-profits activities in and outside of Guam;
- g. To adopt, use and, at will, alter a corporate seal, but failure to affix a seal shall not affect the validity of a transaction;
- h. To do all other acts necessary or expected for the administration of its affairs and the attainment of its purposes;
- i. To have and exercise all the rights and purposes conferred on nonprofit corporations;
- j. To provide a faculty, to establish courses of instruction, to adopt procedures and standards for the admission of applicants to the student body, to provide for the proper regulation and control of the students and their housing and welfare while in attendance, to grant appropriate degrees, and to do all other things needful or appropriate in the establishment and conduct of the University; and
- k. To do any and all other acts and to engage in any other business in any manner connected with or necessary, incidental or auxiliary to any of the purposes or powers enumerated or which shall or may promote the interests of the university, and the general public.
- L. To administer the Student Financial Assistance Program (Chap.15,17GCA) and the Nursing Training Program (chap.19,17GCA).

5. Emeritus(a) Recognition – Qualifications and Procedures

Regent Emeritus(a)

a. Emeritus(a) Regent

Upon the recommendation of any member of the Board of Regents, and by a majority vote of the members, the Board of Regents may bestow the rank of Regent Emeritus(a) upon a regent who meets the following criteria:

- (1) Has completed at least three (3) years as Regent and retires or is not continuing as regent.
- (2) Has distinguished himself/herself by making significant contributions to the University of Guam.

b. Procedures and Selection for Emeritus(a) Regent:

- (1) Upon receipt of a nomination in writing of any Regent, the Chair of the Board of Regents shall refer the nomination to the Academic, Personnel and Tenure Committee.
- (2) The Committee will review the nomination package, conduct interviews as desired, and render a report with recommendation to the Chair.
- (3) The Board in Executive Session shall determine by a majority vote of all members whether Emeritus(a) status is to be awarded to the nominee.

Emeritus(a) President, Vice President, Dean, and Director or Equivalent Position

a. Emeritus (a) President Criteria:



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Upon the recommendation of any Regent, the Board may bestow the rank of Emeritus(a) President upon a President who retires from the University and who meets the following criteria:

- (1) Has at least ten (10) years of service as a full-time faculty member and/or administrator at the University of Guam.
- (2) Has at least three (3) years of service as the President of the University of Guam.
- (3) Has distinguished himself/herself by making significant contributions to the University of Guam.

b. Procedures and Selection for Emeritus (a) President:

- (1) Upon receipt of a recommendation by any Regent, the Chair of the Board of Regents shall refer the nomination to the Academic, Personnel and Tenure Committee to review the nomination package, conduct research and interviews as desired, and render a report with recommendation to the full Board during an Executive Session.
- (2) The Board in Executive Session shall determine whether Emeritus(a) status is to be awarded to the nominee.

c. Emeritus (a) Vice President, Dean, or Director or Equivalent Position Criteria:

Upon the recommendation of the President, the Board may bestow the status of Emeritus(a) Vice President, Dean, or Director or Equivalent Position upon an administrator who retires from the University and who meets the following criteria:

- (1) Has at least ten (10) years of service as a full-time faculty member and/or administrator at the University of Guam.
- (2) Has at least three (3) years of service in the position for which the Emeritus(a) status is to be bestowed.
- (3) Has distinguished himself/herself by making significant contributions to the University of Guam.

d. Procedures and Selection for Emeritus(a) Vice President, Dean, or Director or Equivalent Position:

- (1) Requests for Emeritus(a) status originate from the individual or from the immediate supervisor of the administrator.
- (2) The requests are submitted consecutively in the following order: appropriate Dean (if applicable), Administrative Council, and President. Each shall make a recommendation, in turn, to the Board of Regents.

e. Determination of Emeritus (a) status for Emeritus(a) President, Vice President, Dean, or Director or Equivalent Position:

- (1) The Board of Regents shall have the final determination concerning the granting of the Emeritus(a) status.
- (2) The Board of Regents shall have the authority to withdraw the Emeritus (a) status with just cause, subject to due process.
- (3) It is the responsibility of the Emeritus(a) person to maintain contact on at least a yearly basis with the Vice President, Academic Affairs, in order to remain listed in the Undergraduate Catalog and Graduate Bulletin. The Emeritus(a) person's name may be dropped from the Catalog and Bulletin should contact not be maintained.





Approved by the Board of Regents February 17, 2000

f. Benefits for Emeritus(a) Regent, President, Vice President, Dean, or Director or Equivalent Position:

- (1) An identification card will be issued indicating Emeritus(a) status for the person so honored.
- (2) The name of the honoree will be listed as Emeritus(a) Regent, President, Vice President, Dean, or Director or Equivalent Position, as applicable, in the Undergraduate Catalog and Graduate Bulletin.
- (3) Appropriate stationary may be used and a mailbox will be provided, if desired.
- (4) Participation in commencement, academic processions, and convocations and other University-sponsored events will be encouraged.
- (5) Full library and computer center privileges will be provided.
- (6) Based on the demonstrated needs of the University, the right to participate in grants, contracts, lectureships and other research or service projects funded by the University of Guam or outside sources and administered by the University will be allowed.
- (7) The right to be listed on the campus speaker roster, if desired.
- (8) The opportunity to be invited to participate on University Committees.
- (9) Office space, use of equipment, and professional services (including an internet account) will be offered to an Emeritus(a) Regent, President, Vice President, Dean, or Director or Equivalent Position on an "as available" basis.
- (10) Regent Emerita shall also be accorded the following honors/recognition by the University.
  - a. Be admitted to do research projects, lectureships or other academic activities at the University.
  - b. Be assisted by staff personnel assigned to Emeritus Hall.
  - c. Be accorded appropriate recognition at University of Guam functions.
  - d. Be involved in UOG fundraising projects.

g. Based on the demonstrated needs of the University, an Emeritus(a) President, Vice President, Dean, Director or Equivalent Position, who has retired under the Government of Guam Retirement Fund may be reemployed at the University on a part-time or full-time basis in accordance with the statutes and regulations of the Government of Guam pertaining to such reemployment.

6. Emeritus(a) Professor (Refer to Article V. A. 12)

## F. ADMINISTRATIVE ORGANIZATION

The administrative organization of the University of Guam, comprised of the Board of Regents as the governing board of the institution, the President, who is the CEO of the institution, Executive Assistant to the President, and three Vice Presidents responsible of the overall operation of the department of Academic Affairs, Administration and Finance, and Student Affairs

The administrative organization of the University is supplemented by councils and committees.