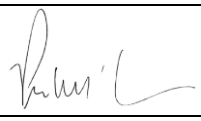
College/ Independent Unit	**Emeritus College**
Academic Unit/ Department, if any	**N/A**
Choose document type (bylaws or criteria Document?): **Bylaws**	
If bylaws, does it include criteria for promotion/continuing status/tenure? N/A	
Please concisely list the ranks included in the criteria (if relevant). N/A	

Unit and college approval

Date of approval by the faculty and/or academic professionals	June 22, 2026
Date of review by the dean (or lead of independent unit) *	June 20, 2026

Provost office approval

	**Patricia Friedrich**	**July 17, 2026**
Signature	**Name**	**Date**

BYLAWS OF THE EMERITUS COLLEGE OF ARIZONA STATE UNIVERSITY

Revised by the Emeritus College Council
and
Adopted by the Emeritus College Membership
in 2025

PREAMBLE

The Emeritus College of Arizona State University (ASU) exists to promote the continued intellectual, creative, and collegial engagement of retired emeritus faculty with the University. As an academic unit within the University, the College serves its members, the University, and the community as a center for resources made available by both the membership and the University. The College provides an organizational base for official University ties, emeritus policy, and programmatic development.

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ARTICLE I – MEMBERSHIP IN THE EMERITUS COLLEGE AT ASU

Membership may be initiated by application or by invitation of the Emeritus College.

1. **Regular Membership.** The College will invite each emeritus/emerita when they achieve ASU Emeritus Status to join the Emeritus College. All faculty and academic professionals who have achieved Emeritus Status at the University may apply for membership and shall be accepted for membership upon their application. Other university employees who have been granted emeritus status by the university may apply for membership in the Emeritus College and shall be accepted for membership upon their application.

2. **Associate Membership.**

   Persons who have achieved emeritus status at institutions with accreditation equivalent to that of ASU may apply for Associate Membership in the College. Their applications shall be considered and approved by a majority vote of the Advisory Council.

ARTICLE II -- DEAN OF THE EMERITUS COLLEGE AT ASU

1. The Dean shall be a regular member of the ASU Emeritus College. A nomination committee, appointed by the provost and including members of the Emeritus College Advisory Council, will solicit and review nominations and applications for this position. The President and the Provost, after reviewing the committee's recommendation, shall appoint a dean.

2. The Dean is a voting member and Chair of the Emeritus College Advisory Council and shall systematically seek and receive its advice.

3. The Dean serves as spokesperson for the College on and off campus, administers the College office, proposes annual College budgetary requests to the provost, organizes Emeritus College development funding, and initiates or responds to proposals from the Council and the College for program implementation.

4. The Dean shall receive an initial appointment for a two-year term which is renewable for an additional two-year term. However, by ASU policy administrative appointments are reviewed for renewal on an annual basis. In the event the Dean becomes unable to fulfill the responsibilities of the office, the College Advisory Council shall recommend by a 2/3 vote, the appointment of an Interim Dean to the President and Provost.

ARTICLE III -- VICE DEAN OF THE EMERITUS COLLEGE AT ASU

The Dean, with the approval of the College Advisory Council, may appoint from the College Regular Membership a Vice Dean to assist in college operations. The Vice Dean shall be a voting member of the College Advisory Council.

ARTICLE IV – OTHER OFFICERS OF THE EMERITUS COLLEGE AT ASU

1. Emeritus College Advisory Council

a. The College Advisory Council consists of nine Regular Emeritus College Members elected for staggered three-year terms.

b. The Advisory Council shall meet monthly with the Dean during the academic year to review budgetary and programmatic activities of the Emeritus College and approve Associate membership candidates. The Advisory Council shall assist the dean in developing an annual budget, evaluating major expenditures by the College, managing the ASU Emeritus Faculty Fellowship Fund, and monitoring the various Emeritus College Funds managed by the ASU Foundation.

c. If an Advisory Council member cannot complete his/her term, the Dean in consultation with the Advisory Council shall make an interim appointment to serve the remainder of the uncompleted term.

d. Regular Members of the Emeritus College are eligible to serve two consecutive, three-year terms with the Advisory Council. Those appointed or elected to fill vacant terms are eligible to serve two full terms. Regular Members may serve additional terms after a one-year break in their service.

e. The Advisory Council shall conduct a formal review of the dean every two years and report to the provost.

f. The Advisory Council shall conduct periodic review of the bylaws and recommend any necessary changes.

2. Faculties

a. The Emeritus College shall have divisions called Faculties that bring together members with common programmatic interests.

b. The nature and number of divisions shall reflect the interest in programs advanced by the Dean and the Advisory Council and may be changed as needed.

c. Each division shall have a Director.

d. The Dean shall appoint, from the College membership, directors of the various divisions and other officers deemed necessary by the Dean and the Council.

e. Directors shall attend meetings of the College Council. They have no vote unless they are members of the Council.

3. Emeritus College Senator to the ASU University Senator

a. In accordance with the University policy on Senate membership, the College Advisory Council Nominating Committee shall nominate, and the Emeritus College membership shall elect a representative to the University Senate.

b. The Senator shall be responsible for evaluating university policies relating to emeriti/ae and work with the University Senate and the Emeritus College to consider any necessary changes.

c. The Senator shall report to the Council on Senate business.

d. The Senator shall be a voting member of the Council.

ARTICLE V – EMERITUS COLLEGE COMMITTEES

1. **Standing Committees:** The Dean shall appoint members of Standing Committees with the approval of the College Advisory Council. Each Standing Committee shall have at least three members, including at least one member of the Emeritus College Advisory Council. Associate members of the College are eligible to serve as Standing Committee members.

    a. Communications Committee shall be responsible for proposing policies regarding all communications by the college, including the college web page and other digital and social media systems.

    b. Committee on University Emeritus Policy shall periodically review existing university, college, and department policies regarding emeriti/ae to assess whether and how such policies affect the Emeritus College and the needs and interests of emeritus faculty and staff. The Committee shall report to the Advisory Council about any issues which it recommends be raised by the Dean with the University Provost or by the College's Senator with the University Senate. The Emeritus College's Senator shall be one of the committee members.

    c. Committee on College Research and Creativity Grants administers the College's financial grants and awards program on an annual competitive basis.

    d. Nominating Committee is responsible for recruiting nominees for election to the Emeritus College Council and for one seat in the University Senate.

    e. Membership Committee is responsible for encouraging emeritus faculty and staff to apply for membership in the Emeritus College.

    f. Emeritus Faculty Fellowship Committee shall select one or more recipients for the Emeritus Faculty Fellowship in conformity with the Fellowship Gift Agreement with the ASU Foundation and Graduate Education and determine appropriate ways to announce the award.

2. **Other Committees:** The Dean shall create any necessary *ad hoc* committees and appoint their members with the approval of the College Council.

3. **Eligibility:** All members of the Emeritus College are eligible to serve on standing or ad hoc committees.

ARTICLE VI – MEETINGS OF THE EMERITUS COLLEGE AT ASU

Minutes of Emeritus College meetings shall be made available to members upon request.

1. **Meetings of the College Membership** shall be of two types:
    a. **The Annual Meeting of the Emeritus College** shall be called by the Dean and the College Council in April or May of each year. The Office of the Dean will notify the membership of the time, place, and date no less than four weeks before the meeting and include the agenda of the meeting. The agenda shall be constructed by the Dean and the College Council with input from the membership.
    b. **Special Meetings**: The Dean and College Council may call a Special Meeting of College members if there is need for prompt action for which full membership discussion is deemed necessary for the good order of the College. Notification regarding Special Meetings of the Emeritus College, including the agenda, shall be mailed to the membership for expected arrival no less than four weeks before the Emeritus College meeting date except in the case of emergencies requiring more prompt action.
2. **Meetings of the ASU Emeritus College Advisory Council:** The College Advisory Council shall meet monthly during the academic year and at other times as deemed necessary by the Dean or a majority of the Advisory Council. Attendance may be in person or electronically (e.g., via Zoom, Team, etc.). Issues presented to the Advisory Council for decisions shall be decided by a majority vote of the members of the Council. The Dean shall chair Advisory Council meetings and shall participate in its executive sessions. The Emeritus College's Vice Dean, its Senator to the University Senate, the Editor of Emeritus Press and the Editor of Emeritus Voices, shall regularly attend Advisory Council meetings. The President of the ASU Retirement Association is regularly invited to attend Advisory Council meetings. Emeritus College members serving as Committee chairs or in other administrative roles are regularly invited to attend Council meetings and make reports to the Council. Advisory Council meetings are open to all members of the College except when the Advisory Council meets in executive session. Agendas for Advisory Council meetings shall be made available to each member in a timely manner before the meeting and published on the College web site.

ARTICLE VII – EMERITUS COLLEGE ELECTIONS

1. Elections of Emeritus College Advisory Council members, the College's Senator to the University Senate, and other elected officers, if any, shall be held by secret ballot in the Spring Semester of each year.

2. The Dean of the College will advise the Nominations Committee on the number of vacancies to be filled, which vacancies are to be filled, and the length of terms for each vacancy to be filled.

3. The Nominations Committee shall in a timely manner solicit nominations from the College membership for each position to be filled, with a clearly stated deadline by which nominations must be submitted. Nominators must provide evidence that the nominee(s) is/are willing to stand for the office for which they are being nominated. The Nominations Committee may also, in its discretion, directly invite individuals to stand as candidates for election.

4. Each nominee will be required to submit a brief (200 words or less) statement regarding their candidacy and may submit a recent headshot photo of themselves.

5. Voting will be conducted in a manner determined by the Dean and will commence upon notification to the College membership that voting has opened. The list of candidates and the informational material described above will be prepared and sent in a timely manner to the College members, together with a clearly stated deadline by which voting must be completed.

6. The votes will be counted by the staff and the results and any issues with the voting will be reported to the Nominations Committee. The Nominations Committee will then certify the results and report them to the Dean and the Advisory Council.

7. Election results will be announced to the College membership at the Annual Membership Meeting and via the College newsletter.

ARTICLE VIII – PUBLICATIONS OF THE EMERITUS COLLEGE AT ASU

The College shall publish an Emeritus College newsletter, a literary-art-commentary journal, and an adult education Guide to Lectures and Courses. The Editors of these publications shall be appointed by the Dean with the advice and consent of the Advisory Council. The Emeritus College may also sponsor other publications.

ARTICLE IX – REPORTS OF THE EMERITUS COLLEGE AT ASU

Copies of reports shall be available to members upon request. A copy of the Annual Report shall also be made available to appropriate university administrators and to the University Senate Office.

1. **Reports by Division Directors and Committee Chairs**

   Each Division Director and Committee Chair shall submit a report to the Dean near the end of each fiscal year.

2. **College Annual Report**

   At the end of each fiscal year, the Dean shall prepare an Annual Report which will include a summary of activities of Divisions, Committees, and other operations and will include reports submitted to the Dean by Division Directors and Committee Chairs.

ARTICLE X – MEMBERSHIP CONTRIBUTIONS

Annual membership contributions to the Emeritus College at an amount determined by the Advisory Council upon the recommendation of the Dean shall be made through the ASU Foundation. Such membership contributions are voluntary; they shall be solicited but not required.

ARTICLE XI-- EMERITUS COLLEGE ARCHIVES

The College is responsible for maintaining copies of the Emeritus College proposal and the College Bylaws, records of decisions and programs, all Emeritus College publications, Annual Meeting Agendas, Annual Reports, and copies of selected photographs. Alternatively, these materials may be archived in the University Archives or the ASU Libraries.

ARTICLE XII – BYLAWS OF ASU EMERITUS COLLEGE

The process for amending these Bylaws falls under the aegis of General University Governing regulations (See ACD – Unit Bylaws – 111.02. https://www.asu.edu/aad/manuals/acd/acd111-02.html By a 2/3 When appropriate, by a two-thirds vote of the Advisory Council, the Emeritus College shall recommend amendments and revisions of these Bylaws to the University Provost for consideration and adoption.