

HEALTH SCIENCE CENTER HANDBOOK OF OPERATING PROCEDURES

Chapter 3	Faculty Policies and Procedures	Effective:	February 2000
Section 3.1	Academic Titles	Revised:	July 2009
Policy 3.1.3	Emeritus	Responsibility:	Vice President for Academic Administration

EMERITUS

Policy

Emeritus titles imply distinguished and honorable service at the Health Science Center. The appointment may be given at retirement or in anticipation of retirement, effective the first of the fiscal year (September 1) following the date of retirement, and is given for life. The Emeritus faculty title may be conferred upon individuals who have an established record of dedication and effective service at the Health Science Center, and who have attained the rank of full professor with tenure.

Criteria

Criteria for an appointment to an Emeritus Professorship are:

1. Minimum of eight consecutive years of employment just prior to retirement
 2. Outstanding leadership and distinction in candidate's field recognized by senior faculty, both in the United States and abroad.
 3. Originality, independence, leadership, and continuing productivity in investigative, teaching, or scholarly activity.
 4. Ability to develop in students scholarly curiosity, thinking, and productivity relative to candidate's field of study.
 5. Excellence as an academic role model for students and faculty.
 6. Consistent contributions as a faculty member in the operation, development, and/or improvement of the department and/or School.
-

Process

Nominations will be approved, prior to the actual date of the faculty member's retirement, and up to twelve months beyond that date, by the departmental/school Promotions, Tenure and Appointments Committee (PTAC), and then forwarded by the department Chair through the appropriate Dean, to be considered by the Health Science Center PTAC, which is advisory to the President. Once approved, the recommendation will be forwarded to the Board of Regents for review.

HEALTH SCIENCE CENTER HANDBOOK OF OPERATING PROCEDURES

Chapter 3	Faculty Policies and Procedures	Effective:	February 2000
Section 3.1	Academic Titles	Revised:	July 2009
Policy 3.1.3	Emeritus	Responsibility:	Vice President for Academic Administration

The Board of Regents has final approval of Emeritus appointments. Such appointments become effective on September 1, if approved by the Regents at their August meeting. Professor Emeritus status does not obligate the Health Science Center to provide office or laboratory space; however, space may be assigned if it is available. Materials that should accompany the recommendation include:

1. Letters of recommendation documenting the outstanding leadership and distinction in the candidate's field from senior faculty outside this institution.
2. It is suggested for criteria 2 through 6 above, that, in addition to the nominating Chair's and the Dean's letters, letters be obtained from faculty members in other departments of the applicant's School and, where appropriate, from faculty members in the other Schools of the Health Science Center. Additionally, if it is not obvious from the individual's curriculum vita, documentation of the individual's impact upon students should be sought from selected alumnae, if appropriate, for the consideration.