

JACKSONVILLE STATE UNIVERSITY
Manual of Policies and Procedures

POLICY NUMBER: II:02:06

DATE: January 1994

REVISION / REVIEW DATES: May 1997, Jan 2006, Oct 2011, June 2015

SUBJECT: Emeriti Faculty and Administrators

APPROVED: William A. Meehan, President

PURPOSE

Emeriti status is the highest honor the University bestows on retired faculty and administrators.

Emeriti are held in esteem by colleagues, administration, and alumni.

Retired professors, associate professors, assistant professors, instructors, and administrators (department head, directors, or higher) who were in the service of the University for ten or more years are eligible for consideration of emeritus status.

POLICY

Emeriti Faculty:

Faculty must have made outstanding contributions in teaching, research, or service as determined by the Faculty Senate Committee on Faculty Honors.

Nominations for emeritus status shall be made to the Committee on Faculty Honors, which is chosen by the Faculty Senate and has one representative from each college within the University. This committee shall submit its candidates to the University Council for review, consideration, and recommendation to the President. There is no limitation on the number of nominees that may be submitted in any year, nor is there a requirement that any be submitted every year. However, no nominations will be held over from one year to the next; new nominations will be considered each year. The University Council's recommendations are subject to approval by the Provost and Vice President for Academic Affairs and the President.

Emeriti Administrators:

Retired administrators with ten or more years of service

at JSU are eligible for consideration for emeritus status if they have served in a regular administrative appointment for at least five years of which three years are the same position.

They must have made outstanding contributions in the area of administration. Administrators who are faculty members may also be considered for emeriti status in the same manner as

other faculty members. However, there will be no simultaneous faculty/ administrative nominations, and a person can hold only one emeriti award. Nomination for emeriti administrators are made to the University Council through the Provost and VPAA.

The University Council shall make final recommendations for approval to the President. Upon approval, emeriti administrators will be notified in writing by the Provost and VPAA.

Privileges of Emeritus Status:

In addition to the privileges of all retired faculty (see Section 4.5), the following privileges are available to emeriti faculty and administrators:

1. All emeriti will receive special recognition at one commencement each year, usually in December.
2. Newly designated emeriti will be recognized as such at the first December graduation after their designation.
3. All emeriti will be listed in the *University Catalogue* and *Graduate Bulletin*.
4. Emeriti may be provided office space and other support if available, at the discretion of the University.

RESPONSIBILITY

The Provost and Vice President for Academic Affairs is responsible for this policy.

EVALUATION

This policy will be reviewed biennially.