

3.3.4.1 Emeritus for Senior Academic Administrative Roles

Introduction

Upon retirement, the institution may confer, at its discretion, the title of “Emeritus” on any division-level academic administrator who, at the time of retirement or reversion to faculty status had 10 or more years of honorable and distinguished service to the University of South Alabama in that or a similar administrative role.

Eligibility

All division-level academic administrators at the University are eligible for consideration for emeritus status. The Administrator must have either retired officially from the University of South Alabama or reverted to faculty status and then retired and have ten or more years of service in their administrative role or roles at the university. Administrators entering into retirement as the result of a disability may be exempt from the ten year requirement. Administrators may also be considered by exception posthumously. Emeritus status should generally be considered within the first year after retirement.

Criteria

Eligible administrators are recognized for emeritus status for honorable and distinguished service to the University. It is expected that this distinguished service would be evident in significant contributions in one or more of the following areas: teaching, research, service, scholarship, or administration.

Procedures

- At the time of retirement, the eligible administrator may be nominated by any division-level Academic Administrator, dean, or member of the faculty and will be considered for emeritus status by the Executive Vice President and Provost or, if the EVP/Provost is a candidate, then the President (in these cases the President may also nominate and will solicit the vote of the Council of Academic Leaders and proceed to a Board of Trustees recommendation as described below).
- With a favorable vote from the Council of Academic Leaders, the Executive Vice President and Provost will send a letter to the President. The nomination letter must address one or more of the stated criteria. Additionally, a current curriculum vitae must accompany the nomination letter. Administrators not considered at the time of retirement, due to differences in historic policies, may also be recommended.
- The Executive Vice President and Provost will review all materials/ recommendations and forward a recommendation along with the nomination materials/ recommendations to the President.
- The President will review all materials/recommendations and forward a recommendation to the Board of Trustees. All recommendations will be considered by the Board of Trustees only once each year during the September meeting.
- Upon approval of the Board of Trustees, the President will send a letter to the candidate notifying her/him of the emeritus appointment. The duration of the emeritus appointment is for life unless terminated earlier by the Board of Trustees. The title preceding Emeritus will be the title held at retirement (e.g. Associate Vice President Emeritus, Executive Vice President and Provost Emeritus, etc.)

Benefits / Privileges

Emeritus Status is an honor that includes the following privileges to the extent available:

- Name included in listing of Emeritus Administrators
- Certificate with name and emeritus status
- Library privileges including opportunity to use electronic databases within library
- Invitations to various university events
- May serve by invitation on various university related committees
- •May serve on graduate thesis, project, or dissertation committees if also granted Graduate Faculty status
- May be invited to serve as guest lecturer or in other volunteer service
- University email account available
- May be a member of recreation center

- May use Faculty Club
- May attend university cultural events at faculty prices when applicable.

3.3.4.2 Dean Emeritus

Introduction

Upon retirement, the institution may confer, at its discretion, the title of “emeritus” on any Dean who, at the time of retirement or at the time of their reversion to faculty status had 10 or more years of honorable and distinguished service to the University of South Alabama.

Eligibility

All academic Deans holding the rank of Dean at the University are eligible for consideration for emeritus status. The Dean must have either retired officially from the University of South Alabama or reverted to faculty status and then retired and have ten or more years of service as dean at the university. Deans entering into retirement as the result of a disability may be exempt from the ten year requirement. Deans may also be considered by exception posthumously. Emeritus status should generally be considered within the first year after retirement.

Criteria

Eligible Deans are recognized for emeritus status for honorable and distinguished service to the university. It is expected that this would be evident in significant contributions in one or more of the following areas: teaching, research, service, scholarship, or administration.

Procedures

- At the time of retirement, the eligible Deans may be nominated by any current member of the College faculty, other Deans, or division-level Academic Administrators and will be considered for emeritus status by the Executive Vice President and Provost.
- With a favorable vote from the Faculty Senate, the Executive Vice President and Provost will send a letter to the President. The nomination letter must address one or more of the stated criteria. Additionally, a current curriculum vitae must accompany the nomination letter. Deans not considered at the time of retirement, due to differences in historic policies, may also be recommended.
- The Executive Vice President and Provost will review all materials/ recommendations and forward a recommendation along with the nomination materials/ recommendations to the President.
- The President will review all materials/recommendations and forward a recommendation to the Board of Trustees. All recommendations will be considered by the Board of Trustees only once each year during the September meeting.
- Upon approval of the Board of Trustees, the President will send a letter to the candidate notifying her/him of the emeritus appointment. The duration of the emeritus appointment is for life unless terminated earlier by the Board of Trustees.

Benefits / Privileges

Emeritus Status is an honor that includes the following privileges to the extent available:

- Name included in listing of Emeritus Deans
- Certificate with name and emeritus status
- Library privileges including opportunity to use electronic databases within library
- Invitations to various university events
- May serve by invitation on various university related committees
- May serve on graduate thesis, project, or dissertation committees if also granted Graduate Faculty status
- May be invited to serve as guest lecturer or in other volunteer service
- University email account available

- May be a member of recreation center
- May use Faculty Club
- May attend university cultural events at faculty prices when applicable.

3.3.5 Emeritus Professor

Introduction

Upon retirement, the institution may confer, at its discretion, the title of “emeritus” on any retired faculty member who, at the time of retirement, had ten or more years of honorable and distinguished service to the University of South Alabama.

Eligibility

All full-time faculty at all ranks and titles and all academic administrators holding faculty rank at the University are eligible for consideration for emeritus faculty status. The faculty member must have retired officially from the University of South Alabama and have ten or more years of service at the university. Faculty entering into retirement as the result of a disability may be exempt from the ten year requirement. Faculty may also be considered by exception posthumously. Emeritus status should generally be considered within the first year after retirement.

Criteria

Eligible faculty members are recognized for emeritus status for honorable and distinguished service to the university. It is expected that this would be evident in significant contributions in one or more of the following areas: teaching, research, service, scholarship, or administration.

Procedures

- At the time of retirement, the eligible faculty member may be nominated by any current member of the department faculty and will be considered for emeritus status by the faculty member’s Department Chair who will solicit a vote of the department faculty. With a favorable vote from departmental faculty members, the Chair will forward a recommendation letter to their Dean. The nomination letter must address one or more of the stated criteria. Additionally, a current curriculum vitae must accompany the nomination letter. Faculty not considered at the time of retirement due to differences in historic policies, may also be recommended.
- The Dean will review the candidate’s materials/recommendations and will submit a recommendation along with the candidate’s materials/recommendations to the Executive Vice President and Provost.
- The Executive Vice President and Provost will review all materials/recommendations and forward a recommendation along with the nomination materials/recommendations to the President.
- The President will review all materials/recommendations and forward a recommendation to the Board of Trustees. All recommendations will be considered by the Board of Trustees only once each year, during the December meeting.
- Upon approval of the Board of Trustees, the President will send a letter to the candidate notifying her/him of the emeritus appointment. The duration of the emeritus appointment is for life unless terminated earlier by the Board of Trustees.

Benefits / Privileges

Emeritus Status is an honor that includes the following privileges to the extent available:

- Name included in listing of Emeritus Faculty;
- Certificate with name and emeritus status;
- Library privileges including opportunity to use electronic databases within library;
- Invitations to various university events;

- May serve by invitation on various university related committees;
- May serve on graduate thesis, project, or dissertation committees if also granted Graduate Faculty status
- May be invited to serve as guest lecturer or in other volunteer service;
- University email account available;
- May be a member of recreation center;
- May use Faculty Club;
- May attend university cultural events at faculty prices when applicable.