 NORTHEAST OHIO MEDICAL UNIVERSITY	Policy No: 3349-3-02
POLICY TITLE: Emeritus Status	UNIVERSITY EFFECTIVE DATE: September 28, 1990 UPDATED: November 6, 2019
RESPONSIBLE Office: Board of Trustees	Faculty and Professional Senior Administrative Staff

(A) Purpose

- (1) “Emeritus” status recognizes University faculty and professional senior administrative staff who have provided meritorious service to the University and have retired. The University recognizes the potential of Emeritus faculty and senior administrators as a continuing valuable resource and is committed to fostering an active ongoing relationship with them through an extended academic appointment. Where possible, an Emeritus faculty or professional senior administrative staff member will continue to contribute to the University community as appropriate.

(B) Scope

- (1) A Candidate for Emeritus status will have demonstrated leadership and wisdom, will have given dedicated and distinguished service to one or more of the Colleges and/or the University for a minimum of 10 years and, for faculty, have attained the rank of associate professor. Exceptions to the 10 years and associate professor requirements may be made by the Dean, President, or Chair of the Board of Trustees for a faculty member who has made an outstanding contribution to the University during a briefer period of service or holds a rank below associate professor.


(C) Definition

- (1) “Emeritus.” Non-salaried designation of distinction conferred by the Board of Trustees upon a retired member of the faculty or professional senior administrative staff who has given continued, dedicated and distinguished service to one or more of the Colleges and/or the University.


(D) Policy Statement

(1) Criteria

- (a) Any faculty member or professional senior administrative staff member with a minimum of 10 years’ service may be nominated for Emeritus status upon retirement from active service to the one or more of the Colleges and/or the University.

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- (b) Those persons who may be nominated for Emeritus status must have initiated their retirement from ongoing active service to one or more of the Colleges and/or the University.
 - (c) Consideration will be given to those individuals who, by the possession of Emeritus status, will continue their advocacy for one or more of the Colleges and/or the University and be willing to represent and serve one or more of the Colleges and/or the University on special occasions.
- (2) Procedures for Nomination and Selection
- (a) The award of Emeritus status is meritorious and thus expected to be limited in number.
 - (b) A Candidate may be nominated by his/her Department Chair, Dean, President or Chair of the Board of Trustees (as noted below).
 - (i) Faculty are nominated by the Department Chair after discussion with the Dean. The Dean must approve faculty nominations.
 - (ii) A Department Chair or associate dean will be nominated by the Dean.
 - (iii) A dean will be nominated by the Provost.
 - (iv) A provost or professional senior administrative staff will be nominated by the Provost or President.
 - (v) A president will be nominated by the Board of Trustees Chair.
 - (c) Except in the case of a Board of Trustees' nomination, the nominator must submit a current CV for the nominee and a letter of recommendation supporting:
 - (i) The nominee's qualifications in meeting the minimum criteria; and

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- (ii) Three (3) supporting letters of reference from other constituents, obtained by the nominator.
- (d) The completed nomination packet (including any and all letters, even of the advisory committee should one be established) should be forwarded (electronically) to the Office of the Provost.
- (e) The Provost will confirm that the materials are complete and will present the materials to the President.
- (f) The Dean may choose to interview the faculty Candidate and must approve the Candidate before submission.
- (g) The designation of Emeritus status is recommended by the President or Board of Trustees' Chair and awarded by formal resolution of the Board of Trustees.
- (h) The Candidate will be notified of the Board of Trustees' approval and will be provided a copy of the Board of Trustees' resolution.
- (3) Rights, Responsibilities and Privileges
 - (a) Individuals with Emeritus status are expected to comply with all the policies, regulations and rules as stated in the appropriate University handbooks.
 - (b) Contact the Office of the Provost for a complete listing of all rights, responsibilities and privileges.
- (4) Utilization of College resources by a faculty member holding a title of distinction will be individually determined by the Department Chair with the concurrence of the Dean and Provost.