

**DATE:** April 16, 2014

**TO:** Deans  
John Newcomer, Interim Vice President of Research  
Megan Davis, Interim Executive Director, HBOI

**FROM:** Gary Perry, Interim Provost and Chief Academic Officer



**SUBJECT: POLICY ON EMERITUS SCHOLAR/SCIENTIST/ENGINEER/  
RESEARCH PROFESSOR**

The title of Emeritus Scholar/Scientist/Engineer/Research Professor is an honorary title which may be conferred to retired faculty or administrators who were in the position of Scholar/Scientist/Engineer/Research Professor and who have a long term history of meritorious service to higher education and Florida Atlantic University. The awarding of this title is considered an honor and will not be automatically conferred on all retiring faculty.

### **Eligibility**

1. The Scholar/Scientist/Engineer/Research Professor must be retired from Florida Atlantic University. Faculty who select to enter the Phased Retirement Program or the Deferred Retirement Option Program (DROP) are eligible upon completion of these programs.
2. The faculty member held a faculty appointment at the rank of Scholar/Scientist/Engineer/Research Professor, and continued to meet the University's standards of performance in all areas expected at their rank.
3. At the time of retirement, the faculty member had twenty (20) years of active, full-time academic service in higher education, with a minimum of ten (10) years at Florida Atlantic University. Periods of leave with pay will count toward years of service (for example, sabbatical leave, administrative leave).
4. The faculty member has a record of distinguished service to Florida Atlantic University and to their academic field, with significant contributions in their area that are consistent and continuing.

5. A member of the faculty who does not meet these criteria but who has made exceptional contributions to the university in their area may be recommended for emeritus status by their academic department.

### **Procedure**

1. Nominations may be made by faculty members, Chairs or Directors of academic units, Deans or other administrators.
2. The Chair or Director is responsible (in concert with the nominator) for compiling information to support the award according to the eligibility criteria listed above. Typically this will include an up-to-date *curriculum vitae* and additional supportive documentation.
3. The academic unit must meet and vote on all nominations, regardless of the origin of the nomination. The Chair or Director will transmit this information and documentation to the Dean.
4. The Dean shall forward the package of materials, with a letter expressing his/her recommendation, to the University Provost.
5. The University Provost will forward the package of materials, with a letter expressing his/her recommendation, to the University President, who will make the final decision.

### **Privileges**

The following privileges, to the extent available, will be provided to Emeritus faculty:

1. The appointment to Emeritus status will be at the rank held at retirement.
2. Retired employee identification card
3. Use of the university library
4. Listing in the *University Catalog*
5. Listing in the *University Directory*, when appropriate
6. Placement on designated university mailing lists
7. Option to purchase a university parking decal at adjunct rates
8. Use of university recreational facilities, in accordance with University policies
9. University e-mail address

10. A mailbox in the department/unit from which retired, subject to space availability
11. Office or laboratory space, in accordance with university policy and space availability
12. Eligibility to participate in college and department activities, on a non-voting basis
13. Eligibility to serve on graduate committees, subject to the approval of the Dean of the Graduate College
14. Participation in grant and contract endeavors, subject to the approval of the Vice President for Research
15. An invitation to all formal faculty convocations and similar events including University Commencement
16. The opportunity to purchase tickets for University athletic and cultural events at faculty rates
17. The opportunity to make purchases at the University Bookstore at the faculty rate

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