

College of Arts and Sciences Emeritus Policy

Preface

The Faculty Senate at UNO requested through its resolution 4134 (March 2014) that deans charge their units with developing and publishing policies and criteria to be used in recommending individuals for emeritus status.

Currently, the Nebraska Board of Regent Policy 4.2.6 on emeritus status states the following:

Emeritus status is the rank customarily awarded by the President or Chancellor of each campus to a faculty member at the time of his or her retirement. Emeritus status is given in recognition of substantial service rendered to the University in the field of teaching, research, or service and to facilitate retired faculty to continue their research and to provide advice and the benefits of their expertise to colleagues and students...While length of service is not necessarily material, employment for at least ten years is to be presumed, although exceptions to this term may be made by the President or Chancellor awarding the emeritus rank.

According to this policy, in order to be recommended for emeritus status, the person must 1) hold faculty rank, 2) be retired, 3) have a record of substantial service to the university in teaching, research, or service, and 4) have ten years of employment (with the noted exception above). Pre-requisite age for retirement, though not specifically stated in RP 4.2.6, is 55 years of age with ten years of service presumed.

At UNO, the Chancellor's approval of emeritus status has been delegated to the Senior Vice-Chancellor (SVC), who grants and alerts candidates of their official emeritus status. Emeritus status may be requested at any time and is effective upon the SCV's approval. However, the SCV's designee sends a list of all UNO's emeritus faculty to Central Administration in July of each year for reporting at the September Board of Regents meeting. Therefore, the dean of the respective college must receive and forward to the SVC recommendations of emeritus status by the end of a regular academic year (early May) for inclusion in the next September Board of Regents meeting.

Department's Responsibilities

Departments will be charged with developing and publishing emeritus policies and criteria for their units, including procedures for approval of recommendations.

Criteria for application might cover (examples only)—

- Meets minimum retirement eligibility (55 years old, ten years of service)
- Holds full time faculty rank
- Is a member in "good standing" or has provided meritorious or distinguished contribution to the university

The Dean of the College of Arts and Sciences asks that departments and units develop a specific list of enumerated reasons for emeritus status that focuses on the candidate's unique meritorious or distinguished contributions to teaching, research, and/or service over his or her career.

Policies and Procedures might cover (examples only)

- How applicant applies for status (self-nominates, nominated by peers, nominated by ad hoc committee, etc.)
- Who in the department or unit votes (full department, tenured faculty, specific committee, etc.)
- How the vote takes place (via email, by written or voice ballot, etc.)
- Mechanisms in place when applicant and/or Chair disagrees with unit vote (including time limits for appeals, extra documentation necessary, etc.)
- Special exceptions (retirement before 55 because of disability or illness, etc.)

The appropriate body within the unit will vote on the recommendation and will communicate those voting outcomes with its enumerated reasons for the vote to the unit Chair.

The Chair will provide the Dean with a written recommendation for a faculty member's emeritus request, which will include 1) the outcomes of the unit's vote taken for recommendation, 2) a list of enumerated reasons for the candidate's recommendation, and 3) a copy of the unit's criteria and policies used to make the recommendation.

Dean's Responsibilities

The Dean will forward emeritus recommendations to Academic and Student Affairs as soon as they are received but must have recommendations by the end of the academic year (no later than early May) for inclusion in September Board of Regents Personnel Report.

In the event the Dean does not concur with the recommendation sent by the unit Chair, the Dean will provide specific enumerated reasons for the Dean's recommendation to Academic and Student Affairs.

The Dean will communicate his/her action to the Department.

Suggested timeline for policy creation: in place by the 2015-2016 academic year or as soon as needed.