

## **Emeritus Status**

The lifetime title of Emeritus is an honor, designating a retired faculty member as having demonstrated a distinguished professional career and as having made significant contributions to The University of Alabama.

**Eligibility:** Emeritus status is one of distinction and is not to be given automatically. It must be conferred by The University of Alabama System Board of Trustees upon the recommendation of The University of Alabama. To be eligible for emeritus status, the following requirements must be met:

Criteria for Retiring Faculty Members:

1. The individual must be retired or have requested retirement from an academic position at The University of Alabama;
2. The individual must possess at least ten (10) years of full-time, uninterrupted employment as a faculty member at The University of Alabama prior to retirement;
3. The individual must have distinguished themselves in one or more of the following areas:
  - a. A substantive record of scholarly achievement commensurate with national and/or international standards within the specific discipline;
  - b. A recognized record of outstanding teaching and educational contributions;
  - c. Clear evidence of exemplary service to The University of Alabama exceeding normal expectations.

**Privileges:** Emeritus faculty will be provided the following privileges:

1. Lifetime listing indicating this title in the University catalog and applicable directories.
2. Participation in University public ceremonies.
3. Invitation to march in Commencement processions.
4. ID card indicating that they are emeritus.
5. When available and in accordance with departmental, college and university guidelines, use of office and/or lab space, equipment, and other campus facilities to support scholarly work and/or educational activities.

**Procedure:** Nominations for emeritus status must be initiated within two years following retirement. Nominations for emeritus status may be made by a current faculty member (preferably from the nominee's department) or administrator (also holding faculty status) who is familiar with the nominee's professional contributions. The nomination must include a nomination letter that addresses how the nominee qualifies for emeritus status and cites specific evidence of the nominee's qualifications and a copy of an updated curriculum vitae.

The candidate for emeritus status shall seek the endorsement of his/her department. The members of the department will vote on the candidate's application. A vote by secret ballot is required by departmental faculty members according to the department's established procedures. Department chairs may participate in this vote.

The results of the ballot will be forwarded to the appropriate dean (or equivalent administrative officer) and to the nominator. If the departmental vote is positive, the Dean will then submit information, including the departmental vote, and a recommendation concerning the faculty member's eligibility to the Provost/Academic Vice President. The Provost/Academic Vice President, in consultation with the President, will make the final decision on the application and if appropriate submit the university-level recommendation to the Board of Trustees of The University of Alabama System, following all rules and procedures set forth in the Board Manual.

Nominations can occur throughout the year.