



UNIVERSITY RULE

31.08.01.M2 Faculty Emeritus Status

Approved April 17, 2018

Next Scheduled Review: April 17, 2023

Rule Statement

Every individual who, at the time of separation holds a tenured appointment at Texas A&M University and has served the University at least 10 years, must be considered for emeritus status unless the faculty member requests in writing that he/she not be so considered. Non-tenured faculty, or those who have served less than 10 years, may also be considered.

Official Rule

1. RULE

- 1.1 The decision for granting emeritus status must be based on comprehensive consideration of career involvement in the institutional context. This is to ensure that contributions of faculty are evaluated in light of the conditions existing at Texas A&M during the candidate's whole career.
- 1.2 For emeritus eligibility, the individual must have conducted himself/herself in a manner consistent with the code of ethical conduct in accordance with System Policy 07.01, *Ethics*, throughout the individual's employment.
- 1.3 Faculty titles eligible for emeritus status include Professor, Associate Professor, [Adjective] Professor, [Adjective] Associate Professor, and [Adjective] Assistant Professor (except Visiting and Adjunct), Senior Lecturer, Lecturer, and unmodified Professor and Associate Professor at TAMUQ.
- 1.4 Each candidate for emeritus status will submit a comprehensive vitae to the Department Head.
- 1.5 The candidate's vitae will be made available to all eligible faculty members in the department for their review and recommendation. Eligibility includes all tenured faculty and, at TAMUQ would also include faculty with an unmodified Associate

Professor or Professor title. The eligible faculty in the department should be provided access to the vitae for one week and all eligible faculty shall be polled and may vote yes, no, or abstain (voting can be conducted by email or electronic polling system). The recommendation of the eligible faculty in the department shall be forwarded to the Department Head.

- 1.6 The Department Head prepares a memo to the Provost and Executive Vice President, through the college Dean and Dean of Faculties, which along with the vitae and a recommendation cover sheet (available from the Office of the Dean of Faculties), is forwarded to the Dean. The Department Head's memo should state the Department Head's recommendation, the manner in which the faculty member has performed well in each of teaching, research, and service that merits emeritus status, and should indicate whether the faculty member has or will retire in good standing.
- 1.7 The Dean reviews the Department Head's recommendation, forwards the Dean's recommendation, to the Provost and Executive Vice President, through the Dean of Faculties.
- 1.8 The Provost and Executive Vice President shall consider the recommendations of the Department Heads, the Deans, and, if appropriate the Committee for Emeritus Status (see below), in making recommendations to the President. Recommendations from the President are sent to the Chancellor, who will make recommendations to the Board of Regents for their confirmation.
- 1.7 The emeritus designation may be requested to be added to an administrative title (Dean, Provost, Vice President, Vice Provost or Associate Provost) when a faculty member either leaves the administrative position and returns to his/her full-time faculty position or leaves the university. Nominations for emeritus designation for a Dean, Vice President, Vice Provost or Associate Provost will be initiated by the Provost and sent to the President. Nominations for emeritus designation for a Provost will be initiated by the President. Recommendations from the President are sent to the Chancellor, who will make recommendations to the Board of Regents for their confirmation.

2. COMMITTEE ON EMERITUS STATUS

A University Committee on Emeritus Status shall be established according to the following provisions.

- 2.1 The Committee on Emeritus Status is a committee of the Faculty Senate and shall be comprised of one tenured faculty member from each academic college and the Library. The Dean of Faculties serves as an ex officio member. Committee members shall be nominated by the Faculty Senate Executive Committee and approved by the Senate.

- 2.2 Scope and Powers -- The Committee shall review all applications that were not approved at the department or college level and forward its recommendations through the Dean of Faculties to the Provost and Executive Vice President. The committee, through its chair, shall communicate in writing to the Executive Committee of the Faculty Senate policy and procedural matters associated with the review of nominees for emeritus status.

3. OFFICE USE AND PRIVILEGES

- 3.1 Emeritus personnel are encouraged to continue their participation in the many varied activities associated with campus life and, consistent with established policies, to avail themselves of University facilities.
- 3.2 With appropriate approval, emeritus personnel may be invited to participate in graduate faculty activities and to accept appointment on graduate committees.
- 3.3 The privilege of receiving an allocation of office space is dependent upon appropriate space being available and the extent to which the activity of the retired individual contributes directly to the instructional or research programs of the department involved. The department head is responsible for determining if suitable space is available. It is understood that this may be different space from that previously occupied by the emeritus person. If suitable space is deemed available, the department head may write to the appropriate Dean describing and requesting the allocation. The Dean shall be the final authority. The basic need of the college for the specific abilities and talents of the retired individual shall be the basis for all such allocations.

Related Statutes Policies and Regulations

Supplements [System Policy 31.08](#) and [System Regulation 31.08.01](#)

Contact Office

[Office of the Dean of Faculties](#)

[Download Cover Sheet for Recommendation for Faculty Emeritus Status here](#)