

POLICY FOR AWARDING EMERITUS/EMERITA STATUS

OFFICE OF THE PROVOST
COMMUNICATION NO. 12

Overview

Emeritus/emerita status may be awarded by the Board of Trustees upon retirement from the University of Illinois to faculty and to senior administrators as recognition of honorable service to the University according to the guidelines below.

Guidelines

Faculty:

- ∞ Faculty who are awarded emeritus/emerita status will retain their rank at the time of retirement followed by the designation "Emeritus/Emerita."
- ∞ Recommendations for emeritus/emerita designation must be made by the employing department with the approval of the appropriate college dean/director (serving at the level of Dean), and the Chancellor. (On the Urbana campus, the Provost serves as the Chancellor's designee.)

Administrators:

- ∞ Presidents, chancellors, and deans/directors may retain at the time of retirement their last administrative title, followed by "Emeritus/Emerita."
- ∞ Recommendations for emeritus/emerita designations must be made by the Chancellor or President¹, with approval at all succeeding levels.

Endowed appointments:

- ∞ Endowed positions may not be held after retirement. However, units may recommend, through regular reporting channels to the Provost, that individuals be awarded the honorific title of "Name of Appointment Emeritus," for example "Mary L. Francis Chair in Computer Science Emeritus." Emeritus titles in endowed positions (endowed chairs and professorships) do not provide discretionary funds or salary supplements to their holders.

Criteria

The criteria for awarding emeritus/emerita status, an extraordinary title given at the time of retirement, shall be determined by the dean/director and the faculty of the college/school.

Processes

Emeritus/emerita status may be granted upon the recommendation of the department, with the concurrence of the dean/director of the college or institute, the Chancellor (on the Urbana-Champaign campus, the Provost serves as the Chancellor's designee). The department may recommend emeritus/emerita status at the time of retirement by completing the Transmittal for Emeritus/Emerita Status Request (Attachment 1). The recommendation must be submitted through the appropriate reporting channels for the endorsement of the Provost. With the Provost's approval, recommendations will be submitted to the Board of Trustees via the President. Exceptions are as provided above for administrative positions.

Rights and Privileges

The University's *Statutes* provide that "retired faculty members may participate in meetings of their college or school faculties but shall have no vote." Article IX, Section 9(c). The further rights and privileges for emeritus/emerita faculty shall be as determined by the dean/director and the faculty of the college/school.

Assistance

For assistance, please call the Office of the Provost (333-6677).

Attachment

Transmittal Form for:

Transmittal for Emeritus/Emerita Status Request

¹⁾ The President of the University is an exception. Approval for a president's emeritus/emerita status is granted by the Board of Trustees.