

# **Emeritus**

**Original Implementation:** Unpublished

**Last Revision:** October 31, 2022

The title of Emeritus is a position of great honor conferred only on retirees who have a record of distinguished service to Stephen F. Austin State University (SFA). The title is not automatic upon retirement.

## **Emeritus Appointments for Faculty and Librarians**

### **A. Eligibility**

To be eligible for an appointment as emeritus, an individual will meet the following requirements:

1. Provide extended service, generally at least 10 years of employment at SFA;
2. Earn a rank of associate professor, professor, librarian III, or librarian IV;
3. Demonstrate distinction in teaching, research/scholarly/creative accomplishments, and service to the university and the profession. Distinguished service could include honors such as Regents Scholar, SFA Alumni Distinguished Professor Award, SFASU Foundation Faculty Achievement Awards, SFA Teaching Excellence Award, an award for grantsmanship, or comparable state and/or national professional recognition and/or distinction related to external funding.

### **B. Procedure**

A tenured member of the academic unit may submit a letter of nomination to the academic unit head supporting the candidate's eligibility. The nominated faculty member or librarian will submit evidence supporting eligibility per academic unit procedures, such as providing a current curriculum vitae. Although the emeritus title is an honor, not a promotion, the process will follow unit promotion procedures, but may occur at any time. The appropriate dean will then forward a recommendation to the provost and Executive Vice President for Academic Affairs who will, in turn, submit a recommendation to the university's president. The Board of Regents confers emeritus status.

### **C. Privileges and Responsibilities**

An emeritus professor will have the following privileges and responsibilities:

1. Name listed as an emeritus in the university's General Bulletin.
2. Recognition at the commencement ceremony following the granting of the emeritus title.
3. A place of honor in any academic procession.

4. Right to use the title of emeritus in professional endeavors.
5. Opportunity to audit courses with fees waived, subject to the availability of space and with the consent of the instructor.
6. Office space, laboratory space, a telephone, and a computer, subject to available space and approval of the academic unit head, the dean, and Executive Provost and Vice President for Academic Affairs.
7. Email privileges, a faculty I.D. card, and university business cards.
8. Use of the Ralph W. Steen Library.
9. Access to university parking, and health and wellness privileges.
10. Opportunity to represent the university at community or professional meetings and serve on committees, upon university request.

### **Administrative Official Eligibility**

The title Emeritus may be given by the President to a retired administrative official to recognize meritorious service. Privileges and qualifications that accompany the title shall be determined by the President. The conferring of this title is not automatic upon retirement.

**Cross Reference:** None

**Responsible for Implementation:** Provost and Executive Vice President for Academic Affairs

**Contact For Revision:** Provost and Executive Vice President for Academic Affairs

**Forms:** None

**Board Committee Assignment:** Academic and Student Affairs Committee

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April 23, 2013  
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