APPOINTMENT OF PROFESSORS EMERITI AND LIBRARIANS

EMERITI

Category: Senate
Number: SE1
Responsibility: Registrar
Approval: Senate, March 4, 2016
Amendments: Every 5 years or as circumstances warrant

PURPOSE
The purpose of this policy is to outline the terms and process for the nomination and appointment of Associate or Full Professors or Librarians to the status of Emeritus or Emerita.

SCOPE
This policy applies to faculty and librarians at Algoma University. The Tenure and Promotions Committee will review nominations on an annual basis.

POLICY
I. Eligibility
1. The title may be offered to such professors or librarians as have served the University with great distinction. Distinguished service shall consist of teaching performance recognized by colleagues and students to be of exceptional merit, extensive research and publication of unusually high quality, contribution to the administration and development of the University of a creative kind, or a combination of some or all of these.
2. The title may be offered to those who retire from full-time academic life in good standing while holding the rank of Associate Professor/Librarian or Full Professor/ Librarian at Algoma University, provided that they have served the University in a full-time academic capacity for a period of not less than ten years.
3. These titles may be awarded in accordance with this Policy to faculty members and librarians who do not satisfy the years of service criterion in the previous paragraph but whose performance was exceptionally distinguished.

II. Privileges

1. The honour is the most important aspect of these appointments and the title does not imply that any allocation of University resources will be made.

2. The appointment will be equivalent to the rank at retirement (Professor Emeritus, Associate Professor Emeritus) for life and as such shall carry with it no remuneration or voting rights.

3. The privileges of the title include being:
   a. recognized by the University on certain special occasions,
   b. listed in the University Calendar,
   c. granted full faculty library borrowing privileges,
   d. entitled to use the University as a mailing address for scholarly purposes,
   e. eligible for administrative support in applying for external research grants, and
   f. eligible for internal research grants where appropriate.

4. Access to additional support services — office space, laboratory space, secretarial assistance — are not automatic privileges although they may be granted on a low priority basis. If granted, such privileges shall be reviewed at least annually.

5. Title holders are expected to continue to contribute to the University in ways, which may include but are not limited to:
   a. Campus leadership,
   b. Ambassadorship for the institution,
   c. Scholarship and research.

6. The title can be revoked by resolution of the Senate for actions unbecoming a representative of the University holding this honorific title.

PROCEDURES

Nominations must be made to the Chair of the Tenure and Promotions Committee no later than three months prior to the honour being granted. The recommendations of the committee will be presented to Senate and the Board for final approval. Nominations must:

1. be in writing;
2. be accompanied by a current curriculum vitae;
3. include the reasons for the nomination along with supporting material demonstrating the candidate’s contributions to the University; and,
4. be supported by at least two full-time tenured faculty with at least one from the department in which the appointment is made.