



Handbook of Operating Procedures

Section: 6.4.2
Originally Approved: 10/05/1990
Last Amended: 09/19/2008
Last Reviewed: 09/19/2008
Page: 1 of 3

EMERITUS FACULTY

A. Purpose

The purpose of this policy is to set forth guidelines by which a retired faculty member of The University of Texas-Pan American may be conferred the academic title of Emeritus Faculty in accordance with The University of Texas Board of Regents' *Rules and Regulations* [Rule 31001 Section 2.4\(d\)](#).

B. Persons Effected

This policy applies to retired faculty of the University.

C. Policy

The policy of the University is that:

1. Emeritus status may be conferred upon an individual with approval of the President and final approval of the Board of Regents if that individual:
 - a. was a tenured member of the faculty;
 - b. completed at least ten years of service at The University of Texas-Pan American; and
 - c. Brought exceptional recognition/value to the University and/or is adjudged to have contributed to the strengthening and/or advancement of the educational, creative/research, and/or community engagement programs at The University of Texas-Pan American.
2. The granting of emeritus status is an honorary designation which entails no assigned duties, responsibilities, office space or use of clerical staff. If mutually agreed upon, the emeritus faculty member can continue to participate in academic activities as requested by the department or University excluding governance, personnel or budget decisions.
3. Faculty granted emeritus status shall:
 - a. have their names listed in the university catalog and personnel directory;
 - b. have the library and parking privileges of the regular faculty and academic staff;
 - c. be given a permanent, free, parking decal which indicates his or her emeritus status;



Handbook of Operating Procedures

Section: 6.4.2
Originally Approved: 10/05/1990
Last Amended: 09/19/2008
Last Reviewed: 09/19/2008
Page: 2 of 3

EMERITUS FACULTY

- d. be given an identification card which indicates the individual's status as "Emeritus";
- e. be entitled to attend all appropriate faculty social, athletic and honorary functions;
and
- f. receive appropriate university mailings.

D. Definitions

1. *Emeritus Faculty.* A title conferred by The University of Texas-Pan American for the purpose of recognizing the meritorious service of a faculty member upon retirement.

E. Responsibilities

Not applicable.

F. Procedures

1. Upon retirement and no later than one year from its effective date an individual may be nominated for emeritus status by any full-time tenured or tenure track faculty in his or her department.
2. Nominations for emeritus status shall be made in writing to the nominee's department chair. If a majority of the departmental faculty (tenured and tenure-track) approve the nominee, the recommendation shall be forwarded to the department chair.
3. The department chair shall review the department faculty recommendation and make a recommendation to the dean of the college.
4. The college dean shall review the department recommendation(s) and make a recommendation to the Provost/Vice President for Academic Affairs.
5. The Provost/Vice President for Academic Affairs shall review the department and college level recommendations and make a separate recommendation to the President.
6. The President shall review the department, college, and Provost/Vice President for Academic Affairs recommendations and decide whether to forward to the Board of Regents a recommendation to confer emeritus status on the nominee. The Board of Regents has authority to confer this title.



Handbook of Operating Procedures

Section:	6.4.2
Originally Approved:	10/05/1990
Last Amended:	09/19/2008
Last Reviewed:	09/19/2008
Page:	3 of 3

EMERITUS FACULTY

G. Review

The Divisional Head for this policy is the Provost/Vice President for Academic Affairs and this policy shall be reviewed every five years or sooner if necessary by the following Stakeholders:

1. Faculty Senate Chair – Senior Reviewer
2. Council of Deans
3. Faculty Senate Chairs