

Senate Policy – Faculty and Professional Librarian Emeritus

1. Policy

- 1.1. The honorific of Emeritus is awarded at rank upon or soon after retirement from full-time active academic duties to faculty members and professional librarians who have served the University with distinction and who wish to continue a formal association with the University. Distinguished service shall consist of a combination of some or all of the following: extensive research and publication of unusually high quality, teaching performance recognized by colleagues and students to be of exceptional merit, extraordinary contribution to the administration and development of the University. As when granting tenure or permanence, the worth of the Candidate to the University should be considered along with their potential to continue to contribute to the growth and stature of the University.
- 1.2. A faculty member or professional librarian may be proposed for the rank of Emeritus by a formal recommendation originating in the Department in which they held an appointment, or in the case of a professional librarian, the Library. Such recommendation should be made to the respective Dean, normally during the first term of the year at the end of which the candidate will retire from full time service at the University. This recommendation shall be in writing, with documentary evidence, and will give reasons to support the nomination based on the criteria of distinguished service and continuing contribution to the University, as listed above.
- 1.3. The Dean will forward this material, together with their written assessment, to the Provost and Vice President, Academic and Research. The Provost will write a separate assessment based on the documentation provided and criteria noted

above and forward all of the material to the President. The President will write their assessment and forward the file to Senate. Senate will review the nomination and, if a positive recommendation is forthcoming, will forward this recommendation to the Board of Governors.

1.4. The President's Office will notify the candidate by letter (cc to Senate Office, Advancement Office, and the Registrar) of the decision of the Board of Governors. The Registrar's Office will contact the candidate to arrange for the formal award at a convenient convocation ceremony. The rank of Emeritus ordinarily shall be awarded by the Board of Governors in the year during which the recipient will complete full-time service prior to retirement.

1.5. The rank of Emeritus will carry no salary or honorarium, but it will carry the following privileges:

- full use of the University library facilities and information technologies;
- where possible, working space and administrative support on reasonable request;
- the privilege to apply and be considered for University research funds.

These privileges will be provided at the absolute discretion of the University and will be reviewed by the Dean and are subject to modification at any time.

Note: Please also reference section 15.1.20 of the current SMUFU Collective Agreement.

Additional Approval Information

- a) **Policy Number:** 8-1001
- b) **Approving Authority:** University Senate
- c) **Approved:** September 19, 1992
- d) **Responsible Office:** University Senate
- e) **Responsibility:** University Senate, Executive Committee
- f) **Revision Date(s):** Dec-12-2025, Mar-15-2024, Apr-13-2018, Apr-11-2008
- g) **Next Required Review:** December 2030