



POLICY & PROCEDURE DOCUMENT

NUMBER: 1.103~~3~~⁴

DIVISION: Academic Affairs

TITLE: Emeritus/a Status

DATE: February 6, 2001

REVISED: July 19, 2005; November 1, 2005; November 1, 2015, **January 1, 2017**

AUTHORIZED: David D. Lee, Provost and Vice President for Academic Affairs

I. Purpose and Scope

Western Kentucky University will honor select individuals, upon retirement, as emeritus/a faculty. These individuals will be granted certain rights and privileges in recognition of their honored role in the university community and their ongoing potential for contributions to the intellectual and cultural life of the university.

The title Emeritus will follow a male faculty member's rank upon retirement (e.g. Professor of History, Emeritus). If the recipient is a woman, the feminine ending will be used (e.g. Professor of History, Emerita).

II. Policy

A. Faculty

To be awarded emeritus/a status, faculty must have served the university for at least 10 years. Faculty should have attained the rank of Professor, Associate Professor or Assistant Professor (under exceptional circumstances Instructors may be considered).

Emeritus/a faculty will be eligible for the benefits from the university accorded to retired faculty members, including such things as a university identification card, library privileges, computing services, an email account, a parking permit, access to university recreational facilities, the on-campus dental and outpatient medical services available to other faculty members, purchase of tickets to academic and athletic events at the prevailing faculty rate, enrollment in university classes under prices for faculty and staff, purchase of items at the WKU Store at the prevailing prices for faculty and staff, eligibility to apply for internal research grants, and continued use of the university as an agent for external grant

applications. Emeritus/a faculty may attend meetings of the University Senate and may participate in university academic processions and ceremonial events.

B. University Distinguished Professors

University Distinguished Professors may be similarly honored with emeritus/a designation upon retirement. University Distinguished Professors will carry the title University Distinguished Professor of [discipline], emeritus/emerita. Emeritus/a University Distinguished Professors will be eligible for the same or equivalent benefits to emeritus/a faculty.

B. C. Administrative Personnel

Academic administrative personnel may be similarly honored with emeritus/a designation upon retirement. Emeritus/a administrators will be eligible for the same or equivalent benefits to emeritus/a faculty.

III. Procedure

A. Faculty

Recommendation for the emeritus/a appointment will originate in the home department. It is the responsibility of the department head to recommend retired faculty for emeritus/a status in a timely manner. Such recommendations will be based on the record of achievement and service of the faculty member during his/her career at the University, and supported by majority vote of tenured faculty in the home department. The nomination will proceed through administrative channels to the President, who will make recommendations to the Board of Regents for action.

IV. Reason for Revision

November, 2015

Non-substantive changes as part of the five year policy review per Policy 0.000V Policy on Policies.

January, 2017

To clarify emerita/us recognition for faculty holding the University Distinguished Professor designation.

V. Related Policies

4.8800 Staff Emeritus/a Status