

## **Procedure 2001: Emeritum Status and Privileges**

### **Summary of Key Changes**

The Procedure has been updated as follows:

- Updated procedure administrator
- Added Deans to the List
- Updated terms for gender inclusivity.



## PROCEDURE

### **Emeritus / Emerita Status and Privileges**

Procedure Administrator: Provost  
Authority:  
Effective Date: May 8, 2013, TBD  
Index Cross-References: Policy II-70 – Emeritus / Emerita Status  
Procedure File Number: 2001  
Approved By: Dr. Harvey Kesselman, President

Terminology note: In this procedure, the term emeritum will be used as the singular noun and emerita for plural. Thus, emeritum refers to emeritus and emerita in the singular and emerita refers to emeriti and emeritae as plural. Those named as emeritum faculty can specify the form of emeritum they wish to use (emeritus, emerita, emeritum).

### **1.0 PROCEDURE FOR NAMING EMERITUM FACULTY**

1.1 A retiring faculty member at the rank of Associate Professor (Assistant Professor in the Library for Library faculty), or above tenured with at least 10 years of service may be granted Emeritus status. Within this document “faculty” will be used to represent all retiring faculty as stated above. Upon nomination by the program, the relevant School Dean will make a written recommendation to the Provost concerning Emeritus status. The Provost will then make a subsequent recommendation to the President. If in agreement, the President makes a recommendation to the Board.

1.2 If awarded, the action will be recommended to the Board of Trustees and conferred via the Personnel Resolution at the meeting immediately following the President’s recommendation. The status takes effect when the faculty member leaves full or half-time service to the University.

### **2.0 PROCEDURE FOR NAMING DEAN EMERITUM**

2.1 Emeritus status for Deans is conveyed by action of the Board of Trustees to selected retiring Deans who hold faculty rank of Associate or above with at least 10 years of service as Dean, and who are in good standing with the University at the time of retirement.

2.2 Upon nomination by the Deans Council, the Provost will make a written recommendation to the President concerning Emeritus status.

2.3 If awarded, the action will be recommended to the Board of Trustees and conferred via the Personnel Resolution at the meeting immediately following the President’s recommendation. The status takes effect when the retiring Dean leaves service to the University.

### **3.0 PRIVILEGES OF EMERITA**

3.1 Those with Emerita status retain the privileges listed below, plus are welcome to robe and march with the faculty on any of the University's ceremonial occasions when other faculty robe and march.

3.2 Faculty with Emerita status are listed as Emeritus, Emerita, or Emeritum within their rank.

3.3 Deans with Emerita status will be listed as Dean Emeritus, Emerita, or Emeritum.

3.4 Use of the title "Emeritus, Emerita, or Emeritum" in community and professional activities.

### **4.0 PRIVILEGES EXTENDED TO EMERITI**

4.1 Computer and Telecommunication Services: Use of computing and communication facilities for the purpose of enabling emeriti to pursue scholarly endeavors: a portal account with access to the home and faculty tabs; email access (emerita are granted access to University distribution lists upon request); wireless network access; faculty web page will be kept open at the emeriti member's request provided it is kept up to date regarding any information related to the University; access to open computer labs and software is granted when those labs are available; a voice-mailbox will be set up if the emeriti member wishes to make those arrangements. Use of all computer and telecommunications services is contingent upon observing the University's Standards regarding acceptable use.

4.2 University ID card with the designation of Emeritus, Emerita, or Emeritum.

4.3 Library: Continuation of full library privileges, including interlibrary loan; if the retired emeriti member has a computer account (see above), the member will have remote access to all the library's electronic resources.

4.4 Off-campus and internal mail: Mail addressed to emerita members will be forwarded to their home by their school if they have made such arrangements. Otherwise, such mail will be retained in the school office until one year after their retirement, and then disposed of by the University.

4.5 Performing Arts Center: The faculty/staff discount will be provided if it is requested.

4.6 Sports and Recreation Center: Privileges continue.

4.7 University Vendors (Bookstore, food service, etc.) may extend privilege to retired and current faculty. They should be contacted directly for their individual policies.

4.8 On-Campus Workspace: The University may provide shared desk space to emeriti faculty members if such space is available on campus. Emerita should apply for such office space annually to the Office of the Provost.

4.9 Teaching: Emerita may request or be invited to serve as an adjunct professor and receive compensation commensurate with the terms of collective bargaining agreements applicable to adjunct faculty.

4.10 Other: There may be additional privileges granted that pertain to the intellectual interests of the Emerita member. These will be negotiated with the Dean and provost prior to any retirement or agreement to retire.

4.11 In addition to the benefits and privileges received by all emeritus faculty and any other benefits to which the individual may be entitled, a President, Provost or Dean granted Emeritus status will also receive:

4.12 A resolution naming and honoring the College University President/Provost/Dean as President/Provost/Dean Emeritus;

4.13 Listing in the University Bulletin and website;

4.14 The current President, Provost, or Dean may call upon the Emerita to provide counsel or serve in various volunteer roles and/or capacities in support of the University; however, such service is not a requirement of the Emerita.

4.15 The title of Emeritus confers no remuneration, rights to employment, or benefits in addition to those provided above. Presidents/Provosts/Deans Emerita do not exercise any of the authority or administrative functions associated with holding a faculty or staff position unless they are doing so in the capacity of another concurrent position (such as Professor).

## **5.0 TERMINATION OF STATUS AND DISPUTE RESOLUTION**

5.1 Emerita shall continue to abide by the policies and procedures of Stockton University. Causes that would justify rescinding emeriti status should be limited to a fundamental violation of professional ethics, moral turpitude, or conviction for a serious felony. Emeritus status may only be revoked by the Board of Trustees upon the recommendation of the Faculty Assembly, Provost, or President and following due process.

5.2 Disputes involving emerita arising from this policy and any associated procedure or practice will be resolved informally at the administrative level above that of the administrator making the disputed decision.

	Date
Procedure Administrator	8/26/2022
Faculty Senate	5/19/2023
Deans	9/15/2022
AA Leadership	9/19/2022
Divisional Executive	6/22/2023
General Counsel	
Cabinet	
President	