

# STOCKTON UNIVERSITY



## PROCEDURE

### Emeritum Status and Privileges

Procedure Administrator: Provost  
Authority: N.J.S.A. 18A-64-8  
Effective Date: May 8, 2013, April 25, 2025  
Index Cross-References: Policy II-70 Emeritum Status  
Procedure File Number: 2001  
Approved By: Dr. Joe Bertolino, President

#### I. TERMINOLOGY

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).

#### II. PROCEDURE FOR NAMING EMERITUM FACULTY

- A. A retiring tenured faculty member at any rank with at least 5 years of service post tenure, or any faculty member at the rank of full professor may be granted emeritum status. Non tenure track positions may be granted emeritum status upon retirement following 11 or more years of service. Adjunct faculty with 22 semesters of service may be granted emeritum status upon retirement.
- B. Service to the university as dean/provost/president may be counted as total years of service for faculty emeritum status.
- C. Within this procedure, "faculty" will be used to represent all retiring faculty as stated above. Upon program nomination, the relevant School Dean will make a written recommendation to the Provost concerning emeritum status. The Provost will then make a subsequent recommendation to the President. If in agreement, the President makes a recommendation to the Board of Trustees.
- D. If awarded, the action will be recommended to the Board of Trustees and conferred via the Personnel Resolution adopted 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.

#### III. PROCEDURE FOR NAMING DEAN EMERITUM

- A. Emeritum 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 seven years of service as Dean, and who are in good standing with the University at the time of retirement.
- B. Upon nomination by the Deans Council, the Provost will make a written

recommendation to the President concerning emeritum status.

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

#### IV. PRIVILEGES OF EMERITA

- A. Those with emeritum 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.
- B. Faculty with emeritum status are listed as Emeritus, Emerita, or Emeritum within their rank.
- C. Deans with emeritum status will be listed as Dean Emeritus, Emerita, or Emeritum.
- D. Use of the title "Emeritus, Emerita, or Emeritum" in community and professional activities.

#### V. PRIVILEGES EXTENDED WITH EMERITUM STATUS

- A. Computer and Telecommunication Services: Use of computing and communication facilities for the purpose of enabling emerita to pursue scholarly endeavors: a portal account with access to the home and faculty tabs; email access (emeritum are granted access to University distribution lists upon request); wireless network access; faculty web page will be kept open at the emeritum 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 emerita member wishes to make those arrangements. Use of all computer and telecommunications services is contingent upon observing the University's Standards regarding acceptable use.
- B. University ID card with the designation of Emeritus, Emerita, or Emeritum.
- C. Library: Continuation of full library privileges, including interlibrary loan; if the retired emeritum member has a computer account (see above), the member will have remote access to all the library's electronic resources.
- D. Off-campus and internal mail: Mail addressed to emerita 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.
- E. Performing Arts Center: The faculty/staff discount will be provided if it is requested.
- F. Sports and Recreation Center: Privileges continue.
- G. University Vendors (bookstore, food service, etc.) may extend privilege to emerita faculty members. The vendors should be contacted directly for their individual policies or privileges.
- H. On-Campus Workspace: The University may provide shared desk space to

emeritum faculty members if such space is available on campus. Emerita should apply for such office space annually to the Office of the Provost.

- I. 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.
- J. Other: There may be additional privileges granted that pertain to the intellectual interests of the emeritum member. These will be negotiated with the Dean and Provost prior to any retirement or agreement to retire.
- K. In addition to the benefits and privileges received by all emerita faculty and any other benefits to which the individual may be entitled, a President, Provost or Dean granted emeritum status will also receive:
  - A resolution naming and honoring the College University President/Provost/Dean as President/Provost/Dean Emeritum;
  - Listing in the University Bulletin and website;
  - 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;
  - The title of Emerita 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).

## VI. TERMINATION OF STATUS AND DISPUTE RESOLUTION

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

### Review History:

	Date
Procedure Administrator	01/14/2025
Faculty Senate	11/15/2024
AA Council	01/14/2025
AA Leadership	03/31/2025
Divisional Executive	04/10/2025
General Counsel	04/17/2025
Senior Leadership	04/24/2025
President	04/25/2025