

Item	9.X
Owned by	Provost and V-P Academic
Approved by	UOIT Board of Governors
Date approved	NEW (January 2013)

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## EMERITUS/EMERITA PROFESSORSHIPS

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### 1. PREAMBLE

The title of Professor Emeritus/Emerita is honorific and held by core faculty members at the rank of Professor who have retired from full time employment at UOIT. This policy sets out the criteria for awarding such appointments, the process by which the appointment is made, and the rights and privileges associated with the title.

### 2. POLICY

The designation of Professor Emeritus/Emerita may be awarded to a UOIT core faculty member who is distinguished by his/her significant accomplishments and contributions to the University upon or after retirement from full-time active academic duties. The Professor Emeritus/Emerita appointment anticipates the continuation of that commitment past retirement in order that the reputation of the university may benefit from the continuing relationship and that the appointee may continue to benefit from an association with the university in the context of scholarly endeavours that promote and advance UOIT's mission and values.

To be eligible for this designation, a person must hold the rank of Professor upon relinquishing their appointment as a core faculty member, and should have achieved the age of 60 and served at least ten years at UOIT.

#### a. Criteria

Nominees are selected for their commitment, contributions and accomplishments that have:

- (i) Distinguished them as a scholar in research and publication, as a teacher, or as an academic administrator, or any combination of these; and/or
- (ii) Made substantial contributions to the successful operations of the university, the discipline, or the community as a whole.

#### b. Nominations

Nominations for the honorary designation of Professor Emeritus/Emerita shall be made in writing to the attention of the dean of the faculty in which the nominee held a faculty appointment. Such nominations should normally originate from within the peer group of the person being nominated and ideally submitted in advance of the date on which the faculty member will retire.

Nominations shall be accompanied by a brief statement that summarizes the contributions and accomplishments of the nominee based on the criteria of distinguished service as set out above and the continuing value of the appointment to the faculty and university.

The Dean will forward this material, and any other such documentation that may be helpful, together with his/her own written assessment to the Provost.

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The Provost will provide a separate written assessment based on the documentation provided and forward all material to the president.

In instances where the nominee is one of the persons reviewing the nomination, the material shall be forwarded by the nominator(s) to the next level in the review process; for example, in the case of a Dean, the nomination material shall be forwarded directly to the Provost who in turn will forward the material along with his/her written comments to the President.

**c. Review and Recommendation**

The President will review and recommend successful candidates to the Board of Governors for approval at its next scheduled meeting. Subsequent to the Board's decision, the President will convey the decision to the nominee.

Whenever possible, the names of the Professor Emeritus/Emerita designates should be reported to Academic Council before being announced to the community.

The Professor Emeritus/Emerita designation shall normally be conferred at the Spring Convocation in the year in which the recipient will complete full-time service prior to retirement.

Once granted, the designation of Professor Emeritus/Emerita is held continually at the pleasure of the UOIT Board of Governors.

**3. TERMS OF APPOINTMENT**

Professors Emeritus/Emerita shall be invited to faculty seminars and university events, and to participate in academic processions at convocation. They will also have their names listed in the university calendar and may use their former Faculty general office as a mailing address for academic mail. Professors Emeritus/Emerita may be invited to serve on faculty or university committees, but will not normally have voting rights unless otherwise arranged by the dean. There shall be no salary or honoraria associated with this designation, and Professors Emeritus/Emerita are not be eligible for internal UOIT research or professional development funds.

Professors Emeritus/Emerita are eligible to apply through UOIT to external research granting agencies. All such grants and contracts will be administered and managed in accordance with UOIT's policies and procedures, including the ethical conduct of research and research integrity.

Professors Emeritus/Emerita will have access to the library and other services which may be arranged through their Faculty. Office space, laboratory space and assistance may also be made available to Professors Emeritus/Emerita in support of their scholarly work, but such allocations are at the discretion of the dean and subject to the exigencies of the academic unit. These arrangements will normally be provided on a limited basis and subject to review.

Professors Emeritus/Emerita are expected to continue to abide by the policies, procedures and by-laws of the university and its Faculties.