

## 31.08.01.K1 Emeritus Designation

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Reviewed: April 25, 2018  
Revised: May 26, 2023  
Next Scheduled Review: May 26, 2028



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### Rule Summary

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The “Emeritus” titles are conferred upon individuals who have made significant contributions to Texas A&M University-Kingsville through long and distinguished service in administration, teaching, research and/or service.

This rule outlines the criteria, titles, selection, privileges, and responsibilities of those granted the “Emeritus” title. This rule supplements System Regulation *31.08.01*.

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### Rule

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#### 1 CRITERIA

- 1.1 To be considered for emeritus status, a person must normally hold a tenured faculty appointment and have served the university for at least ten years. In appropriate situations, however, non-tenured faculty, administrators, and those who have served less than ten years may be considered.
- 1.2 Activities that will be considered as contributing to distinguished service include important publications, excellent teaching, and notable administrative leadership.
- 1.3 Persons who have been granted emeritus status may be reappointed for part-time service after official retirement in accordance with system policies and regulations. The payroll title for such appointments will be appropriate to service performed and will not include the term “Emeritus.”

#### 2 TITLES

- 2.1 The university recognizes and awards those titles listed in Section 1, System Regulation *31.08.01, Granting of Emeritus Status to Faculty and Staff*.
- 2.2 In general, emeritus titles are awarded to those who have served on the faculty with the emeritus title reflecting their most advanced position. Thus, a professor who becomes a dean would be dean emeritus

### 3 SELECTION PROCEDURE

- 3.1 Each year the President shall appoint a standing Emeritus Rank Committee comprised of one member from each degree-granting college except the College of Arts and Sciences, which will have one representative from the arts and one from the sciences.
- 3.2 The committee shall meet before November 1 and shall choose a chair. The committee shall call for nominations from the general faculty for emeritus rank. The committee shall publicize the call for nominations through appropriate publications, including the minutes of the Faculty Senate.
- 3.3 The committee shall be authorized to designate the format and kind of supportive information it will require in making its decisions.
- 3.4 Nominations shall close at the end of the last working day of January.
- 3.5 A majority favorable vote of the committee shall be required for recommendation to the President.
- 3.6 The committee shall forward its recommendations, along with brief narrative summaries of the accomplishments of the individuals nominated, to the President by March 15.
- 3.7 The President will review nominations and forward nominations of which he/she approves to the Board of Regents of the Texas A&M University System.
- 3.8 Emeritus recognitions shall be conferred at a subsequent commencement.
- 3.9 Nominees not recommended by the committee based on their initial application can re-apply for up to three years after the initial application.

### 4 PRIVILEGES AND RESPONSIBILITIES

- 4.1 Emeritus personnel are encouraged to continue their participation in the many varied activities associated with campus life and to avail themselves of university facilities, consistent with established policies.
- 4.2 With appropriate approval, emeritus personnel may be invited to participate in graduate faculty activities and to accept appointment on graduate committees.
- 4.3 Holders of the title “Emeritus” may be eligible for service on university committees upon appointment by the President.
- 4.4 The privilege of receiving an allocation of office space and use of laboratory facilities is dependent upon appropriate space being available and the extent to which the activity of the retired individual contributes directly to the instructional or research programs of the department involved. This may be a different space from that previously occupied by the emeritus person.
  - 4.4.1 A request for such space is to be made in writing by the emeritus personnel to the department chair or unit head. The request will describe the allocation

needed and indicate how its use will contribute to the instructional or research programs of the unit involved.

4.4.2 The department chair or unit head may support or fail to support the request from the emeritus personnel for office space. If supportive of the request, the department chair or unit head will write to the appropriate dean describing and requesting the allocation. The dean will forward a recommendation for or against the request to the Provost and Vice President for Academic Affairs.

4.4.3 The Provost and Vice President for Academic Affairs is responsible for allocating academic space and shall be the final authority. The basic need of the university for the specific abilities and talents of the retired individual shall be the basis for all such allocations.

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## **Related Statutes, Policies, or Requirements**

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[System Policy 31.08, Emeritus](#)

[System Regulation 31.08.01, Granting of Emeritus Status to Faculty and Staff](#)

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## **Contact Office**

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