

MONTANA STATE UNIVERSITY-BOZEMAN
Department of Health and Human Development
POLICY
TITLE: Nomination for Emeritus Faculty Rank

POLICY: The following eligibility criteria must be met for nomination to Emeritus Rank in the Department of Health and Human Development:

1. A tenured faculty member who is retiring after at least ten years at MSU.
2. Individual has made significant and sustained contributions to the Department of Health and Human Development in the areas of teaching, or research, or service.
3. The contributions have resulted in recognition to the Department of Health and Human Development at the regional, national, or international levels.

Benefits of Emeritus faculty rank (*per MSU-Bozeman Policy 325.00*):
Emeritus faculty members continue to enjoy library privileges, may attend, without vote, meetings of the Campus and College, and become honorary members of the Alumni Association. Since the resources of the various campuses vary, no guarantees can be made for access to office or laboratory space or secretarial help. Such accommodations may be extended to emeritus faculty as available, with the understanding that the instructional, research, and service requirements of the tenurable faculty have priority. The university may act as fiscal agent for grant and contract proposals submitted by emeritus faculty. Any and all privileges granted emeritus faculty may be rescinded should it become necessary to do so.

RATIONALE: An Emeritus faculty rank is an honorary title conferred upon retirement upon someone who has made major contributions to the University, College and/or Department. After retirement, some faculty remain involved with the Department in the areas of teaching, or research, or outreach/service. An Emeritus rank allows for access to some resources (as available) to support this involvement.

PROCEDURE:

1. Faculty seeking nomination for emeritus rank is requested to submit a draft of a brief report reflecting their merit and a current c.v. to the Department Chair. Department chair consults with senior faculty and faculty with expertise in the content area of the applicant and finalizes brief report.
2. The faculty member's Department Chair nominates the retiring faculty member for emeritus rank, using the Personnel Record Form. Each nomination shall be accompanied by a brief report reflecting the individual nominee's merit for emeritus rank.
3. The nomination is submitted to the Dean of the College of Education, Health and Human Development.
4. After approval by Dean, Provost and Vice President for Academic Affairs, and President, the nomination is forwarded to the Board of Regents for their concurrence.

Reviewed/Approved by: Departmental Faculty Meeting on December 3, 2004