



Policy Number	8.8.1
Approval Body	Executive Committee
Policy Officer	Associate Vice-President, Human Resources
Approval Reviewed	April 2008, May 2020

8.8.1 EMERITUS STATUS PROCEDURES

ENABLING LEGISLATION + LINKED POLICIES

- Policy 8.8 Emeritus Status Policy
- Faculty Association Collective Agreement

OBJECTIVE

This procedure outlines the university's process for conferring emeritus status on eligible individuals and establishes the rights and privileges associated with the title.

SCOPE + APPLICATION

This policy applies to all regular and non-regular faculty who meet the eligibility criteria defined in Policy 8.8 Emeritus Status.

CONFERRAL PROCEDURES

AUTOMATIC CONFERRAL

1. By July 31 each year, the Vice-President, Academic + Provost will identify those retiring faculty who are eligible and, subject to their written agreement, will notify Human Resources that emeritus status should be conferred on them.
2. Human Resources will verify their eligibility and submit the final list to the President for approval.

RETROACTIVE CONFERRAL

3. Previously retired faculty who served the university for a minimum of 10 years may request the conferral of Emeritus title through Human Resources in writing.
4. Human Resources will verify their eligibility and submit their name to the President for approval.

NON-REGULAR FACULTY

5. Non-regular faculty who meet the eligibility criteria may request the conferral of Emeritus title through Human Resources in writing.
6. Human Resources will verify their eligibility and submit their name to the President for approval.

RIGHTS AND PRIVILEGES

1. The Emeritus title is purely honorific in nature and shall not carry with it remuneration, formal duties or voting rights.
2. Human Resources will coordinate emeriti recognition and facilitate the conferral of their privileges as appropriate. An Emeritus Handbook outlining processes for obtaining their privileges will be available for emeriti.
3. In addition to the rights and privileges granted to retired personnel through the Faculty Association Collective Agreement as negotiated from time-to-time, and through university and HR policies and procedures, those with the title of Emeritus shall be:
 - Recognized as emeritus on the university website, catalogues, and other appropriate publications
 - Invited to attend university ceremonies (e.g., convocation)
4. In addition, Emeritus may access the following benefits by request:
 - University business cards.
 - University library card with access to the library during operating hours and online databases
 - Extended use of a university email address
 - Allowed to purchase software subscriptions at the university preferred rate, if such rate is available
5. Emeritus may be invited to participate in the following university activities:
 - Delivery of guest lectures or seminars
 - Participation in student review panels and critiques

6. Emeritus status does not prevent an individual from teaching courses at the university in the future, however, it is generally acknowledged that the status will be conferred when the individual declares their intention to retire from teaching at the university.
7. Emeritus status procedures may be amended from time to time, subject to approval by the Executive Committee. If changes occur, every attempt will be made to give prior notice to the affected individuals.
8. The Emeritus title can be revoked with authorization of the Executive Committee in exceptional circumstances for actions unbecoming of a representative of the university holding this honorific title.