



**DATE:** November 11, 2002

**TO:** Deans/Librarian and Department/Division Chairs

**FM:** Andrew Winnick, Assoc. VPAA

**CC:** H. Lujan, T. Anagnoson

**RE:** Procedures for Awarding Emeritus Status

Some questions have been raised about the procedures for awarding emeritus status. Hence, I am making the following interpretations based upon the policy approved in 2001. This statement updates my earlier memo on this topic in 1999, which obviously preceded adoption of a revised policy statement in 2001.

The current policy states, in the first line under the title *Emeritus Status*: "Upon the recommendation of the candidate's department/division/school **and** college dean..." (emphasis added). I interpret the word "and" to mean that consideration of the candidate and a recommendation are needed at both levels. This is reinforced by the clear statement in the first sentence after the heading "*Approval*" to the effect that: "All tenured faculty who resign/retire and who request Emeritus status must be considered for it by the appropriate departmental/divisional/school committee **and** the college dean." (emphasis added) Since there is no reference in the first citation to "positive recommendation," I am interpreting this and the second citation together to mean that the College Dean's consideration must take place even in the face of a negative recommendation from the department/division/school-level committee. This implies consideration by the Dean/Librarian of all candidates for emeritus status.

It should be noted that the next to last sentence of this policy document states that: "The recommendations of the department/division/school committee and the college dean shall be forwarded to the Provost and Vice President for Academic Affairs and the President..." Again there is no reference to "positive" recommendations. Hence, I interpret this to mean that even if the College Dean and/or the department/division/school committee does **not** support the awarding of Emeritus Status, the matter still must proceed to the Provost.

If there are any questions about these interpretations, please feel free to contact me directly.