



Origination 03/2002
Last Approved 04/2021
Effective 04/2021
Last Revised 02/2021
Next Review 07/2024

Authority Carlos Nevarez:
Interim Provost
and Vice
President for
Academic Af
Area Academic Affairs

Emeritus Status

Policy Statement:

Emeritus status is approved and granted by the President.

Why the Policy is necessary:

The Policy outlines the process for nomination, denial or revoke of Emeriti status, the appeal process, recognition and privileges, and eligibility to propose research projects.

Who the Policy applies to:

All faculty, librarians, administrative officers, student affairs and academically related professionals of equivalent rank, current Emeriti, and staff retired by the President.

Responsibilities:

The President: Approves and grants Emeritus status. Denies or revokes Emeritus status in consultation with Academic Affairs.

Division of Academic Affairs: Administers the granting of Emeritus status, recognition, and privileges. Administers the appeal process.

Office of Research, Innovation, and Economic Development (ORIED): In the case of a proposal for a research project or a grant proposal review and approval must be submitted to ORIED for review and approval by the appropriate Dean and Chief Research Officer.

Procedurs:

Addressed in the policy

EMERITUS STATUS POLICY

A. Conferring of Emeritus Status

1. **Emeritus Professor:** The title "Emeritus Professor" shall normally be conferred upon every assistant, associate and full professor retired by the President.
2. **Emeritus Lecturer:** The title of "Emeritus Lecturer" shall normally be conferred upon every full-time and part-time lecturer retired by the President.
3. **Emeritus:** The title "Emeritus" shall normally be conferred upon librarians, administrative officers, student affairs and academically related professionals of equivalent rank, and staff retired by the President.
4. **Requirements:** All recipients of "Emeritus" status shall have met the minimum retirement age of fifty and served a minimum of ten years within the California State University System, and in the case of part-time lecturers, served a minimum of the equivalent of ten years of full-time service within the California State University System.

B. Nomination Process, Approval and Administration

The process for nomination is a function of retirement procedures, handled through normal administrative channels; Emeritus status is approved and granted by the President. Administration of the granting of Emeritus status, recognition, and privileges shall fall to the Division of Academic Affairs. The practice of both the University and the Emeritus Association of continuing the appropriate privileges and membership opportunity for the surviving spouses of deceased emeritus (or potential emeritus) faculty is noted.

C. Denial or Revoked Emeritus Status

Emeritus status may be denied or revoked by the President in consultation with Academic Affairs for reasons whereby continued association with the University is objectionable. Examples of such reasons include, but are not limited to the following:

1. Findings of violations of Executive Orders 1096 and/or 1097, including, but not limited to, sexual misconduct, harassment, or discrimination;
2. Research misconduct, including, but not limited to, plagiarism, falsification of data, data mismanagement, and violations related to institutional compliance;
3. Failure to follow University and UFSS policies surrounding use of funds;
4. Conviction for violent crimes.

Faculty members who are denied Emeritus status or who will have their status revoked will be notified in writing by the Division of Academic Affairs within 15 workdays of the decision.

D. Appeal Process

Faculty may appeal the decision to deny or revoke Emeritus status to the President through the Division

of Academic Affairs. The appeal should be submitted in writing within 15 workdays of the decision. The President shall direct the Provost and Vice President for Academic Affairs to convene an appeal committee consisting of at least 3 appropriate members, selected based on the guidelines of confidentiality deemed appropriate, to review the appeal and return a written recommendation within 15 workdays from the receipt of the appeal. The Provost will meet with the President to confer on the recommendation of the appeal committee. The President's final decision will be mailed to the faculty within 15 workdays from the receipt of the recommendation.

E. Recognition and Privileges

1. Emeritus faculty shall be recognized through:
 - a. Listing of name in the campus commencement program at the time of retirement;
 - b. Awarding of a certificate of emeritus status at the time of retirement;
 - c. Issuing of a permanent ID card indicating status as an emeritus member of the faculty;
 - d. Listing of name with the faculty in all University catalogues.
2. All emeriti shall be accorded the following privileges:
 - a. Possession of a campus parking permit;
 - b. Continued access to a campus e-mail account;
 - c. Retention of their University Web Page;
 - d. All retirees may be listed in the Sacramento State University Directory with their location listed as "RETIRED;"
 - e. Use of the Library. Emeriti faculty shall have the same privileges as members of the regular faculty;
 - f. Emeriti faculty shall have the same privileges to campus recreational and social facilities as active members of the faculty or staff;
 - g. Complimentary or reduced-price admission to cultural and athletic events, at the discretion of the appropriate sponsoring group -- the faculty or staff discount if there is one;
 - h. Opportunity to receive printed business cards which designate "Emeritus" status, if business cards would have been deemed appropriate during active employment;
 - i. Invited participation in selected public ceremonies;
 - j. Attendance at University functions at which active faculty and/or staff are welcomed.

F. Research Projects / Grants

Emeriti faculty shall be eligible to propose research projects, compete for and administer grants from granting agencies outside The California State University. Before submission, grant proposals affiliated with the university (e.g., use of university resources) should first be submitted to the Office of Research,

Innovation, and Economic Development for review and approval by the appropriate Dean and Chief Research Officer.

Authority:

PM 02-04

Approval Signatures

Step Description

Approver

Date

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