

Executive Policy ~~9.209~~ ~~5.207~~~~xx~~

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Title

Awarding of Emeritus/Emerita Title

Header

Executive Policy Chapter ~~59~~, ~~Human Resources~~Academic Affairs

Executive Policy ~~EP 9.209~~, ~~5.xx207~~? Awarding of Emeritus/Emerita Title

Effective Date: ~~October 2014~~, ~~2020~~~~9~~

Prior Dates Amended: ~~September 1990~~, ~~October 2013~~

Responsible Office: Vice President for ~~Administration~~Academic Planning and Policy, ~~Office of Human Resources~~

Governing Board of Regents Policy ~~9RP 95.219~~, ~~Emeritus/Emerita Title~~~~4~~, ~~Health Fund, Retirement, and Other Benefits~~

Review Date: ~~August 2014~~~~23~~~~9~~

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I. Purpose

This executive policy directs implementation of ~~RP 5.219~~, ~~Emeritus/Emerita Title~~~~RP 9.211~~, ~~Health Fund, Retirement, and Other Benefits~~ of the Board of Regents' Policies. The following objectives and guidelines shall govern the granting of emeritus/emmerita title.

II. Definitions

No policy specific or unique definitions apply.

III. Executive Policy

A. Objectives of this executive policy are:

1. To honor well qualified and respected retired ~~or retiring~~ UH faculty members, vice presidents, ~~and~~ ~~chancellors~~, ~~provosts~~, ~~or deans~~.

Commented [C1]: Need to amend RP 5.219; this is an expansion.

2. To recognize and retain the expertise of retired ~~or retiring~~ faculty, vice presidents ~~and~~ ~~and~~ ~~chancellors~~, ~~provosts~~, ~~or deans~~ as valued University resources.

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3. To establish guidelines and procedures for the awarding of the emeritus/emmerita title and accompanying specific privileges and service opportunities.

B. Guidelines: The emeritus/emmerita title is awarded in accordance with the following guidelines.

1. Eligibility ~~Criteria~~:

a. Faculty members retired or retiring from the University with the rank of full professor or its equivalent who have five or more years of service at-in that rank or position are eligible for emeritus/emerita status. Faculty members must have rendered dedicated and honorable academic service to the University.

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b. Vice presidents and; and chancellors, provosts, or deans retired or retiring from the University who have five or more years of service at that classification in that rank or position, and who have made exceptional contributions to the University and who are recognized as distinguished leaders in their field.

Commented [O4]: Does this mean VPs and Chancellors need to render academic service to the University? I think that is why it was attached to the subparagraph (a) above.

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c. Candidates for emeritus/emerita recognition must have rendered dedicated and honorable academic service to the University.

Commented [C5]: Your RP says "academic service".

Commented [C6]: This is not a criteria in the RP, which does not mean it cannot exist in the EP, but it is a substantive modification of RP.

2. Award Procedures: The emeritus/emerita title is an honor bestowed by the Board of Regents, upon recommendation of by the President, to UH faculty members University in recognition of dedicated and honorable academic service rendered to the University institution. The honor is also awarded to vice presidents, and chancellors, provosts or deans who have made exceptional contributions to the University, provided long and distinguished service, and are recognized as distinguished leaders in their profession. Since it is an honor bestowed, not applied for, no documentation is expected or required from the awardee. Internal campus/program procedures for the identification of those individuals to be awarded the emeritus/emerita title will be developed by the vice presidents/chancellors/provosts. At a minimum, the procedures for the award will include the following steps:

a. Request for delegated award by the President

a(1) Prior to an eligible individual's retirement, the chief academic officer of the appropriate campus may submit-, via the campus chancellor or Provost, a request for emeritus/emerita status for the faculty member to the office of the President with copies to the campus chancellor, the campus provost, the Vice Chancellor for Academic Affairs, the campus and college home department, school or college of the retiree.

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b(2) - a Verification of eligibility by the campus/program human resources office to the Vice President/Chancellor/Provost of the unit, unless the vice president/chancellor/provost is the nominee, in which case the immediate supervisor of the nominee will develop the request for emeritus/emerita titles shall be provided to the chief academic officer and attached to the request as it is reviewed.

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e(3) - b. Recommendation by the Vice President/Chancellor/Provost to the President of the University, unless the vice president/chancellor/provost is the nominee, in which case the immediate supervisor of the nominee will develop the request for emeritus/emerita title.

~~The Vice Chancellor for Academic Affairs shall be provided to the chief academic officer and attached to the request as it is reviewed.~~

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(1) Requests for award of the emeritus/emerita status for individuals who do not meet these criteria shall be submitted to the President for consideration to request approval from the Board of Regents. A Board Action Memo shall be prepared citing the merits of the award and justification for the exception.

a letter to each awardee explaining the campus privileges associated with emeritus/emerita status. Attachment I provides a sample of such a letter.

3. Privileges: To the extent that resources permit, the emeritus/emerita title may confer certain privileges and courtesies associated with regular faculty status. A retired emeritus faculty member shall be entitled to that may include maintenance of lifetime library privileges. In addition, at the discretion of the college or

~~department, the individual may be invited to participate at commencement and other formal ceremonies at the discretion of the college or department; may be included in such publications as the college catalog or website; or end department status; and may, at the discretion of the institution and subject to availability of resources, may be allocation of office space and parking privileges or other privileges generally available to faculty dependent on available resources.~~

Commented [C8]: What does this mean? There should not be confusion about whether emerita are employees or representatives of the University. I would recommend deletion.

4. Service Opportunities: It is intended that emeriti faculty and executives will provide the University community with expert ~~service and~~ ~~and mature~~ counsel ~~based on their expertise and experience~~ on a variety of matters. Emeriti faculty and executives may serve as guest lecturers and participate in seminars, colloquia, lectures and other scholarly meetings at the invitation of the sponsoring University unit. The University community is encouraged to call upon the services of emeriti faculty and executives to assist with special committees, task forces, projects, etc., that can benefit from their experience and knowledge.

5. Designation: The honorary emeritus/emerita title will be added postpositively for eligible individuals. Thus, for example, retired instructional faculty at UH-Hilo, UH-Mānoa, and UH-West O‘ahu shall be awarded the title of “Professor Emeritus” or “Professor Emerita”. Retiring specialists and researchers recognized as emeriti would receive the title of “Specialist Emeritus/Specialist Emerita” or “Researcher Emeritus/Researcher Emerita”. All retiring community college faculty will receive the title “Professor Emeritus, Community Colleges,” or “Professor Emerita, Community Colleges”. Retiring executives shall be awarded the title consistent with their executive service, such as “Chancellor Emeritus/Chancellor Emerita”, ~~or or~~ “Vice President Emeritus/Vice President Emerita”, “Provost Emeritus/Provost Emerita”, or “Dean Emeritus/Dean Emerita”.

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C. An individual may be awarded only one emeritus/emerita title from the University.

IV. Delegation of Authority

A. The Board of Regents has delegated to the president the authority to award the emeritus/emerita title to individuals who ~~meet~~ satisfy the stated criteria outlined in RP 5.219 to the president.

B. The president may recommend to the board for consideration ~~faculty and executive individuals~~ individuals deserving of honor who do not meet the stated criteria.

~~retains authority to grant emeritus/emerita status upon recommendation of the President.~~

V. Contact Information

Office of Human Resources
(808) 956-8988
[OHR Website](#)

Office of the Vice President for ~~Academic Administration Planning & Policy~~
(808) 956-6405
vpadmin@hawaii.edu

VI. References

A. [RP 5.219, Emeritus / Emerita Title](#)

| [B. Link to superseded Executive Policies in old format https://www.hawaii.edu/policy/archives/ep/](https://www.hawaii.edu/policy/archives/ep/)

| [CB. Link to Administrative Procedures in old format https://www.hawaii.edu/policy/archives/apm/sysap.php](https://www.hawaii.edu/policy/archives/apm/sysap.php)

Commented [C10]: Never seen these types of references before. Is this new?

Yup, I say delete. And I haven't looked at the AP, but I suspect it should be abolished given the detail here. david

VII. Exhibits and Appendices

No Exhibits and Appendices found

Approved

Signed
David Lassner
October 31, 2014
Date
President

Topics

No Topics found.

Attachments