

UNIVERSITY OF NEVADA, RENO

RECOMMENDATION FOR EMERITUS APPOINTMENT

Guidelines for appointment to emeritus status as set forth by the Board of Regents are:

Emeritus/Emerita status is an honor which may be awarded to full-time faculty and professional staff who retire after distinguished and long-term achievement and service to a UCCSN institution. Recommendations for emeritus/emmerita status will be based upon appropriate review processes at each institution and shall be approved by the President. Normally a minimum of ten years' service is required prior to conferral of the title of emeritus/emmerita status. (Title 4, Chapter 3, Section 30)

Guidelines for appointment to emeritus status as set forth by the University of Nevada, Reno Bylaws are:

There shall be an emeritus faculty composed of retired faculty promoted to this rank: 1) any member of the faculty may be considered for the rank of emeritus at retirement in accordance with regular personnel procedures; 2) any member of the faculty retiring after at least ten years of full-time service shall be recommended for emeritus status. (Title 5, Chapter 7, Section 18)

INTERPRETATIONS AND PROCEDURES:

1. The request for appointment to emeritus status should coincide with the time of retirement, and should be based on at least ten years of full-time service in a professional position(s) at the university.
2. Retirement is interpreted to mean true retirement, i.e., not retirement from the system to take another paid position.
3. Recommendations for emeritus status are to be submitted to the Provost & Executive Vice President with the following information. (February 28 is the latest submission date for recognition during the May Honor the Best Program). **Also, please attach a 50-word summary of your career highlights for use during the Honor the Best Ceremony.**

Name _____ Home Phone No. _____

Home Address _____ Highest earned degree _____

Department and college/unit _____

Years of full-time service to the institution ____ Actual Retirement Date _____

Exact title as agreed upon by the unit and the faculty member:

[This is the title that will appear on the award certificate and in publications such as the university catalog. (Options: contract title at time of retirement, highest rank during service; etc.)]

4. Emeritus Faculty may elect to maintain their university e-mail account and may continue to serve the university in an adjunct or volunteer capacity and therefore be listed in the UNR directory. Please indicate your preferences below:

I wish to maintain my e-mail account. My e-mail address is:

I wish to continue to be listed in the UNR on-line and print directories. My information is as follows:

Mail Stop _____

Building/Room _____

Phone/Extension _____

Fax _____

E-mail _____

I do not wish to maintain an e-mail account or be listed in the directories.

Submitted by (dean or VP): _____

Approved by Exec. V.P. & Provost _____ Date _____