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Parent Policy: [Emeritus Policy](#)

## Professor Emeritus Procedure

<b>Office of Administrative Responsibility:</b>	Office of the Provost and Vice-President (Academic)
<b>Approver:</b>	Provost and Vice-President (Academic)
<b>Scope:</b>	Compliance with this University procedure extends to all Academic Staff, Excluded Staff, Academic Colleagues, and Support Staff as outlined and defined in Recruitment Policy (Appendix A and Appendix B), including Professors Emeriti.

### Overview

The title of **Professor Emeritus** recognizes meritorious service to the University of Alberta by an individual professor retiring from the University. Individuals must meet the eligibility criteria for the award. The title of Professor Emeritus recognizes the value the individual has earned due to their record of teaching, research and community service with the University.

### Purpose

To outline requirements for awarding the title of Professor Emeritus.

### PROCEDURE

1. The title of Professor Emeritus is awarded automatically to faculty members employed under the Faculty Agreement at the date of **retirement** provided that the faculty member has attained the rank of professor and has at least 10 years of full-time service as a faculty member at the University of Alberta.
2. In those cases when an individual does not meet the conditions in section 1 above, for example, either because their length of service is less than 10 years or because they resigned rather than retired from the University and did not take up an academic position at another University, the title of Professor Emeritus may be awarded by Deans' Council.
  - a. The recommendation for awarding the title may be made by the individual's dean to the Faculty Evaluation Committee (FEC) within one year of the date of retirement or resignation;
  - b. FEC will scrutinize each proposal and either:
  - c. Support the recommendation and forward it to Deans' Council for decision, or
  - d. Not support the recommendation, in which case the decision shall be final.
  - e. Deans' Council will decide each case on its individual merits.
3. There will be no reference to administrative positions held at the time of retirement.
4. At the date of retirement, where an individual has been employed as an Excluded Staff Member in category D1.0 or D1.1 and was previously employed under the Faculty Agreement in category A1.1 or A1.5 and who meets the eligibility criteria for the title of Professor Emeritus based on the length of their combined service as an Excluded Staff

member and under the Faculty Agreement, that individual will be automatically awarded the title of Professor Emeritus.

5. Where an individual who served for a least 5 years as Dean but does not have at least 10 years of full-time service at the University at the date of retirement, the Provost & Vice-President (Academic) may award the title of Professor Emeritus to the individual. If the Provost & Vice-President (Academic) believes that an individual should not hold the title of Professor Emeritus, the individual may submit a written challenge to Deans' Council, whose majority decision is final.

6. Where an individual has also held a named chair at the date of retirement, that individual may be entitled to use the title of that named chair or professorship with the qualifier "Emeritus", as in "Distinguished University Professor Emeritus" and "Tory Professor Emeritus". Please refer to Terms of Reference for each Award.

7. Where an individual has died prior to retirement, the title of Posthumous Professor Emeritus may be awarded by Deans' Council, following the process outlined in section 2.a. through 2.d.

8. Notwithstanding the provisions of 1., above, if the Provost & Vice-President (Academic) believes that a person should not hold the title of Professor Emeritus, in spite of complying with the conditions in 1, he or she will advise the person of this position, in writing. If that person wishes to challenge the Provost & Vice-President (Academic) on this matter, he or she may submit a written challenge to the President, whose decision is final.

## **DEFINITIONS**

Any definitions listed in the following table apply to this document only with no implied or intended institution-wide use. [[▲Top](#)]

<b>Professor Emeritus</b>	A retired University of Alberta professor previously employed under the Faculty Agreement in category A1.1 and A1.5 or as Special "Continuing" Academic Colleague in category C1.1, who meets the eligibility criteria for the title.
<b>Retirement</b>	A decision by a staff member to terminate employment at any date following the attainment of age 55 and who is eligible to receive pension benefits under the Universities Academic Pension Plan or by a Special "Continuing" Academic Colleague to terminate their relationship with the University at any date following the attainment of age 55.

## **FORMS**

There are no forms for this procedure. [[▲Top](#)]

## **RELATED LINKS**

Should a link fail, please contact [uappol@ualberta.ca](mailto:uappol@ualberta.ca). [[▲Top](#)]

[Distinguished University Professor Application and Selection Procedure](#) (UAPPOL)

[Henry Marshall Tory Chair Application and Selection Procedure](#) (UAPPOL)

[Professor Emeritus Procedure Appendix A Perquisites and Privileges](#) (UAPPOL)