

Proposed FH Section 6.4 Changes Making NTE Faculty Eligible for Emeritus Faculty Designation

Non-Tenure Eligible Task Force

February 2017

Rationale: The NTE Task Force submits this proposal to add eligibility to be considered for the honorific title of 'Emeritus' at the last rank held to non-tenure-eligible faculty who have served 10 or more years at Iowa State University. The eligibility conditions and procedure proposed to nominate NTE faculty for emeritus status is identical to that used for associate and assistant professor tenure-track faculty with ten or more years of service. The granting of emeritus status upon retirement to these faculty would recognize their commitment and service to the university, and would be granted upon review of nomination materials submitted by the department/department chair in accordance with those procedures outlined in FH 6.4.2, and upon approval by the college dean, and Vice President and Provost as is currently the practice for tenure track faculty.

Language to be added is included within the current FH 6.4 language and is identified in [BLUE text](#).

6.4 Emeritus/a Professor

The emeritus/a designation is a recognition of meritorious service to Iowa State University.

The privileges enjoyed by emeritus/a faculty include the following:

- being listed by title in the online University Catalog
- being included on institutional communications to faculty
- being afforded the same status as regular faculty with respect to all events, activities, and services sponsored or provided by the university
- being provided office space when such space is available.

The responsibilities of emeritus/a faculty include the following: IN the course of

- abiding by all university policies as articulated in the Faculty Handbook and in the ISU Policy Library.

Emeritus/a faculty are subject to the same Faculty Conduct Policy as current faculty. Violation of policy is grounds for removal of the emeritus/a designation.

6.4.1 Eligibility

The following faculty are eligible for the emeritus/a designation:

- A tenured faculty member who has attained the rank of professor and who retires immediately following ten or more continuous years of employment by Iowa State University automatically will be given emeritus/a designation at the rank of professor.
- [A retiring tenured full professor serving fewer than 10 years at Iowa State University, as well as](#) a tenured faculty member who has retired at the rank of assistant or associate professor and who has distinguished him/herself through meritorious service to the university and the profession also may be given, through process of nomination, the emeritus/a designation at the last rank held.

- A non-tenure-track faculty member who has retired at any rank and who has distinguished him/herself through meritorious service to the university and the profession also may be given, through process of nomination, the emeritus/a designation at the last rank held.
- Persons retiring from administrative duties, at the discretion of the president, may retain their administrative title with emeritus/a designation added (e.g., dean emeritus/a). A president, upon retirement, may be given the title "president emeritus/a" by the Board of Regents, State of Iowa.

6.4.2 Nomination Process

Tenured faculty who retire at the rank of professor with ten or more years of continuous employment at the university are automatically granted emeritus/a designation upon retirement.

A nomination and approval process is in place in the case of: 1) tenured faculty who retire at the rank of professor without ten or more years of continuous employment at Iowa State University; 2) tenured faculty who retire at the rank of assistant or associate professor; 3) non-tenure-track faculty. These faculty may be nominated for emeritus/a designation at the last rank held through the following process:

- Nominations must be initiated by the faculty of the individual's department(s) and supported by the faculty. The department's nomination statement and any supporting documentation will be forwarded to the dean's office by the department chair.
- The college dean will review the nomination, soliciting as appropriate the input of the dean's cabinet. The dean will forward his/her recommendation, together with the department nomination, to the Office of the Senior Vice President and Provost within 30 days of receipt of the department's nomination.
- The Senior Vice President and Provost will review the documentation received and render a decision within 30 days of receipt of the dean's recommendation.
- The faculty member nominated, the department chair, and the dean will be notified of the final decision by the Senior Vice President and Provost.