


MEMORANDUM

To: Academic and Student Affairs Committee
Board of Trustees

From: Jay Akridge, 
Provost and Executive Vice President for Academic Affairs and Diversity

Re: Procedures for Granting Emeritus Rank

Date: September 29, 2021

Purpose. This memo requests ASAC and Board ratification of the Procedures for Granting Emeritus Rank, as updated August 15, 2021.

Overview. These procedures (then styled as a “Policy for Conferral of Emeritus Rank”) were first ratified by a resolution of the Board of Trustees at its June 1970 Stated Meeting.

- Over time, the policy has been recast as a set of procedures, the administration of which has been entrusted to the academic units, their deans and the provost.
- The procedures have been updated from time to time over the years, most recently in January, 2017.
- The process for approving emeritus faculty originally required that deans prepare a list of those eligible for emeriti status once a year, with the provost compiling a campus list for approval by the Board of Trustees. Given the nature and frequency of these requests, the policy has evolved so that the names of eligible nominees are submitted and approved by the provost for approval at the time of the faculty members’ retirement.

Requested Action. In light of the Board’s original 1970 ratification of the policy underlying these procedures, and to memorialize the Board’s consent to this process, we respectfully request your ratification of the attached update to the Procedures for Granting Emeritus Rank dated August 15, 2021.

Attachment

cc: President Mitchell E. Daniels, Jr.
Christopher A. Ruhl, Chief Financial Officer and Treasurer
Steven Schultz, General Counsel

Procedures for Granting Emeritus Rank

Effective Date: 01 October 2021

These procedures provide the current process for conferring emeritus status in accordance with the Board of Trustees resolution dated June 5, 1970.

PROCEDURES

Faculty who desire and are eligible for emeritus status should make the request for consideration to their department or school head. The head of each department or school shall send the names of faculty eligible to receive emeritus rank upon retirement to the dean of the college for review/approval. The deans will then transmit their recommendations to the provost for final approval.

ELIGIBILITY

The emeritus title is intended to honor those who have produced significant contributions to Purdue University through teaching, research, or engagement. Emeritus rank may be conferred upon faculty members holding professorial rank (assistant, associate, full) at the time of their retirement. The retirees must have had a period of 10 years of continuous full-time service at Purdue University immediately preceding their retirement.

Faculty members with fewer than 10 years of employment who are nominated for emeritus rank may be moved forward to the provost for review/approval at the discretion of the dean of their college.

Faculty members who hold the title of Distinguished or Named Professor may follow the above procedure to carry the title Distinguished Professor Emeritus or Named Professor Emeritus.¹

Faculty members who hold an administrative title of Dean may follow the above procedure, but submit their request directly to the provost for approval. Such faculty are eligible for the administrative emeritus title of Dean Emeritus, even if they continue as active faculty in their home unit after stepping down from the administrative position.

Deans may request the provost consider other emeriti titles as they deem appropriate (Center Director, Department Head, etc.)

PRIVILEGES

Persons appointed to emeritus rank are granted the following privileges:

- Have their name listed with the faculty in the bulletin of their college or school.
- Be invited to academic and University functions in the areas of their interests.
- At the discretion of the dean of their college/school, be invited to attend faculty meetings with the privileges of the floor but no vote.
- Be afforded the same benefits for retirees as those outlined in the policy on [Status and Privileges of Retired Faculty and Staff, Surviving Spouses and Surviving Children \(VI.A.1\)](#).

¹Please also refer to policy VI.C.1, "[Distinguished and Named Professorships and Faculty Scholars](#)"