

NUMBER: 1441

TITLE: Emeritus/Emerita Appointments

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SCHEDULED REVIEW DATE: June 2028

I. Emeritus/Emerita Appointments for Tenured Faculty

- A. The title "emeritus/emerita" shall be granted only by the Board of Visitors. The title of emeritus/emerita is granted in recognition of dedicated and meritorious service at Old Dominion University and entitles its holders to commensurate rights and privileges.
- B. Eligibility for the titles of professor emeritus/emerita and associate professor emeritus/emerita shall be limited to full-time tenured faculty upon their retirement.
- C. Administrative officers who hold faculty rank and tenure, except for the president, may be named "emeritus/emerita" upon retirement. The Board of Visitors may in its discretion award the title of "president emeritus/emerita" to a former president upon their retirement from the University or departure from the position. The president emeritus/emerita may, with the approval of the Board of Visitors, continue to serve the University after retirement or departure from the position. Responsibilities of the president emeritus/emerita may include teaching and consulting as well as activities that carry forward the name and reputation of the University.
- D. To be eligible for an emeritus/emerita appointment, a faculty member shall be recommended by their department chair and approved by the dean, provost and vice president for academic affairs, and president, or the process may begin with the recommendation of the provost and vice president for academic affairs.
- E. Should a qualifying faculty member die before actual retirement, their department chair may recommend them for posthumous emeritus/emerita recognition.
- F. Each person receiving the title of emeritus/emerita with faculty status will receive appropriate recognition from the University.
- G. Emeritus/emerita appointments for faculty carry the following lifetime privileges:
 - 1. Use of the library as a faculty member.

2. Attendance at faculty meetings (nonvoting), at receptions and at academic processions, including commencement.
3. Listing in all University publications on the same basis as active faculty, to include department websites.
4. Receipt of all University informational bulletins that are circulated to active faculty.
5. Attendance at lectures, concerts, athletic events, banquets, etc.
6. Use of University facilities, including parking lots, on the same basis as active faculty.
7. Office and laboratory space, or library study space, as available and on a temporary basis, but priority will be given to active faculty, staff, and students when space is limited.
8. Use of the University's email account.

II. Emeritus/Emerita Appointments for Non-Tenured Faculty, Librarians and Administrators

- A. The title of emeritus/emera may also be conferred on retired non-tenured faculty, administrative officers, and librarians with continued appointment of at least 10 years who have given exemplary service to the University and who are specifically recommended by the president and approved by the Board of Visitors.
- B. To be eligible for this category of emeritus/emera appointment, a non-tenured faculty member, administrator or librarian shall be recommended by their supervisor and approved by the dean and/or vice president, the provost, and the president.
- C. Should a qualifying employee die before actual retirement, their supervisor may recommend them for posthumous emeritus/emera recognition.
- D. Each non-tenured faculty member, administrator or librarian receiving the title of emeritus/emera will receive appropriate recognition from the University.
- E. Emeritus/emera appointments in this category carry the following lifetime privileges.
 1. Use of the library as a University employee.
 2. Receipt of all University informational bulletins that are circulated to active employees.
 3. Attendance at lectures, concerts, athletic events, banquets, etc.
 4. Use of University facilities, including parking lots, on the same basis as active employees.

5. Use of the University's email account.