

Chapter 4: Emeritus/Emerita/Emerit Status for Academic Faculty

Emeritus/emerita/emery status is granted to academic faculty to honor exemplary contributions and service to NS and to encourage continued association with the University.

4.1 Eligibility

Academic faculty must be employed full time by NS, normally for a period of least 10 consecutive years, immediately before beginning retirement (including phased-in retirement). Faculty employed for fewer than 10 years may be nominated in exceptional circumstances.

4.2 Benefits and Limitations

Emeritus/emery/emery faculty have lifetime academic faculty status at NS.

4.2.1 Benefits and Privileges

Emeritus/emery/emery faculty retain the following benefits and privileges:

1. Grant-in-aid (including for spouses, domestic partners, and financially dependent children, consistent with NSHE Handbook Title 4, Chapter 3, Sections 11–12).
2. NS email account.
3. Faculty discounts on campus events.
4. Faculty library privileges.
5. Faculty ID card.
6. One box of complimentary NS business cards.
7. Inclusion in the NS online directory, if desired.
8. Inclusion on email lists for invitations to certain departmental, unit, and/or campus events and lecture series.
9. Use of NS-branded stationery to conduct institutional service.
10. Use of office space and/or equipment for research or creative works activities, if available and approved by the Executive Team, provided doing so does not interfere with the University's ability to serve students and provide adequate facilities for other faculty.
11. Ability to publish research and/or creative works as an affiliate of NS.
12. Ability to teach, at the invitation of the dean, at the full-time faculty summer/overload rate for their rank.
13. Inclusion in the catalog list of academic faculty.
14. Inclusion in faculty seating at commencement, pinning ceremonies, and other official student recognitions.

15. Placed at front of academic faculty procession at commencement.
16. New emeritus/emerita/emerit faculty are recognized at a faculty and staff awards event.

4.2.2 Limits and Exclusions

Emeritus/emerita/emerit faculty are non-voting members of their academic units and cannot attend unit meetings unless specifically invited by the unit supervisor. They cannot serve on Academic Faculty Senate.

University presidents are not covered by this chapter; they are covered in the NSHE Handbook Title 4, Chapter 3, Section 32.

4.2.3 Accessibility, Records, and Ethics Compliance

The University will provide reasonable accommodations for emeritus/emerita/emerit faculty with disabilities consistent with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act. Emeritus/emerita/emerit faculty who require accommodations should contact the Human Resources Department. The University's institutional ADA policy governs accommodation procedures.

Emeritus/emerita/emerit faculty who teach or conduct approved research must comply with institutional policies regarding student education records under the Family Educational Rights and Privacy Act (FERPA).

4.3 Nomination and Review

A nomination may be submitted at any time during the final academic year of employment or up to one calendar year from the effective date of retirement from NS.

4.3.1 Nomination Materials

Academic faculty must be nominated by their dean (or, for deans, by the Provost). The nomination letter should recommend emeritus/emerita/emerit status for the individual, summarize their achievements (including years of service to NS), and state the preferred title (emeritus, emerita, or emerit) and proposed effective date. The letter should include the nominee's current CV.

4.3.2 Review Process

1. *Academic Faculty Senate endorsement:* The Academic Faculty Senate Executive Committee (FSEC) and the appropriate standing Senate committee votes on whether to endorse the nomination. FSEC writes a brief letter with the result of the votes and whether Senate endorses conveying emeritus/emerita/emerit status. FSEC forwards the letter and nomination materials to the Provost.

2. *Provost review*: The Provost reviews the nomination materials and Senate letter and forwards those materials along with a recommendation to the President.
3. *Faculty senate notice*: Prior to presidential approval, the President must provide five (5) working days' notice to the Academic Faculty Senate, consistent with NSHE Handbook Title 4, Chapter 3, Section 39.1.
4. *Presidential review*: The President reviews all materials, makes a final decision, and informs the candidate, Provost, and Academic Faculty Senate by NS email.

4.4 Revocation of Status

Emeritus/emerita/emerit status may be revoked if the employee may have an adverse impact on NS or bring discredit, disrepute, or potential legal liability upon the University. Should such circumstances occur, the Office of the President will submit a letter of intent to revoke emeritus/emerita/emerit status to the FSEC. The letter will explain the rationale for revocation. FSEC votes on whether to endorse the intent to revoke and writes a brief letter with the result of the vote and any concerns or general statements on the case. The President reviews the FSEC letter, makes a final decision, and informs the faculty member and the FSEC. The President's decision is binding and is not eligible for appeal.

4.5 Related Information and History

- NSHE Handbook Title 4, Chapter 3, Section 39 (Emeritus Status)
- NSHE Handbook Title 4, Chapter 3, Section 11 (Grant-in-Aid Benefit)
- NSHE Handbook Title 4, Chapter 3, Section 32 (Regents Professor and Emeritus Status)

4.5.1 Revision History

- Approved by Dr. David Cooper on 2/4/2025; Dr. Sarah Frey on 2/10/2025; and Dr. DeRionne Pollard on 6/09/2025.
- Revisions approved by Dr. El Hachemi Bouali, Academic Faculty Senate Chair, 1/16/2026; Dr. Gwen Sharp, Interim Provost, 1/19/2026; Ms. Berna Rhodes-Ford, General Counsel, 6/26/2026; Dr. Amber Lopez Lasater, Acting President, 7/06/2026.