

REVISED POLICY FOR CONFERRING EMERITUS STATUS

Approved by Board of Trustees Executive Committee 8/11/03

This proposed modification combines the recommendations of a Faculty Ad Hoc Committee Appointed by the Provost in Spring 2001 and comprising Dr. Arnold Highfield, Chair; Dr. Larry Heikkila, Prof. Hilda Joyce, Dr. Marilyn Krigger and, incorporates research on similar policies submitted by Board Consultant, Dr. Howard Simmons to Committee Academic and Student Affairs Committee Chair, Dr. Eleanor Thraen.

I. GENERAL POLICY

Emeritus status is a special honor bestowed upon retired faculty that have made significant contributions during long and distinguished service to the University of the Virgin Islands and who meet the criteria specified in this policy.

II. CRITERIA

- A.
1. A candidate must have been a tenured faculty member of the University of the Virgin Islands with an academic rank no lower than associate professor, or if research faculty, have held at least an associate professor rank.
 2. A candidate must have retired from full-time service at the University of the Virgin Islands.
 3. All candidates must have had at least 20 years of full-time service in academia with at least 15 of those years in full-time service at the University of the Virgin Islands.
 4. The candidate from the teaching faculty must be able to demonstrate distinguished service through the following:
 - a. Outstanding teaching effectiveness and record of dedication to teaching and students.
 - b. Evidence of recognition of excellence in research/scholarship¹ beyond the academic division in which he/she serves

¹ As defined in the Faculty Policy Manual, Research/scholarship includes conducting research and other creative activities. It yields tangible evidence in the form of publications, presentations of scholarly papers at professional organizations or professional meetings, exhibits, lectures, recitals and other such products. It may advance knowledge or provide critical and analytical products as the writing of a book, reviews of books or essays, or the compilation of research results for instructional purposes or for a scholarly paper. In these activities, the faculty person should be able to provide evidence that he/she is functioning as a scholar. It is

- c. Exceptional contributions to the further enhancement of the public image of the University of the Virgin Islands, through professional and ethical conduct that reflects positively on that public image.
- 5. The candidate from the research faculty must be able to demonstrate distinguished service through the following:
 - a. A distinguished career in research as evidenced by exceptional productivity.
 - b. Evidence of recognition, beyond the department in which he/she serves, for excellence in contributions to the University.
 - c. Exceptional contributions to the further enhancement of the public image of the University of the Virgin Islands, through professional and ethical conduct that reflects positively on that public image.

III. PROCEDURES

A. For teaching faculty:

1. The candidate must be nominated, by letters sent to the Faculty Review Advisory Committee (FRAC), by at least three (3) faculty members and the Chancellor of the appropriate campus. FRAC shall inform the candidate who must submit an application package to FRAC. The application must include the candidate's curriculum vita and evidence that supports the criteria in Sections I and II above.
2. FRAC shall determine the candidate's eligibility and submit its findings to the Provost.
3. The Provost shall submit a recommendation to the President if FRAC's finding is positive. The Provost shall inform the candidate of a negative recommendation.
4. The President shall submit a recommendation, with supporting documentation, to the Board of Trustees through the appropriate committee of the Board.

recognized that scholarship is often discipline specific and that clear standards for its evaluation are best defined within the discipline"

B. For research faculty:

1. The candidate must be nominated, by letters sent to the University Committee constituted for this purpose, by at least three (3) members of the University research and/or teaching faculty and the Vice-Provost for Research and Public Service. The Committee shall inform the candidate who must submit an application package to the Committee. The application must include the candidate's curriculum vita and evidence that supports the criteria in Sections I and II above.
2. The Committee shall determine the candidate's eligibility and forward its findings to the Provost.
3. The Provost shall submit a recommendation to the President if the finding is positive. The Provost shall inform the candidate of a negative recommendation.
4. The President shall submit a recommendation, with supporting documentation, to the Board of Trustees through the appropriate committee of the Board.

C. Candidates for emeritus status will be reviewed once per year, preferably in the fall semester. The Committee to review research faculty will be constituted by the President.

IV. BENEFITS AND PRIVILEGES

The Provost will inform candidates approved by the Board of Trustees of the advantages and responsibilities of the honor and make available to them those items specified as perquisites. Provided the persons designated as Emeriti continue to exemplify the criteria and ethical standards inherent in this status, such benefits, rights, and privileges shall include the following:

1. An appropriate citation from the University.
2. An Emeritus ID card.
3. Listing in the University's annual undergraduate and/or graduate catalog as appropriate.
4. Utilization of Library and other facilities on an as-available basis.

5. Continuance on University of the Virgin Islands mailing lists and listing on and access to the University's electronic mail system and computer facilities as available.
6. Eligibility for University-sponsored group travel plans.
7. Participation in commencement exercises and in other university activities.
8. Attendance at faculty meetings with the privileges of the floor but without the right to vote.
9. Service on university committees as requested by the University.
10. Those bestowed the status of Emeritus shall have similar privileges as their colleagues in active service to apply for and secure grants of research, scholarships and fellowships granted by the University of the Virgin Islands, with first preference being given to faculty currently employed and these privileges shall be dependent on the institution's abilities and resources. In addition, emeritus faculty shall have the right to use the University of the Virgin Islands as their affiliated institution when applying for such grants and fellowships from foundations and agencies. They shall have also the right to ask the administration and division chairpersons for recommendations in support of their applications for such grants and fellowships. All such grant applications will be subject to the University's normal grant review process. Please refer to the University's grant review process attached.

V. RESPONSIBILITIES

1. To act, in general, as a good-will ambassador for the University of the Virgin Islands.
2. To assist, to whatever extent possible, in the recruitment of students, faculty, and staff.
3. To cite the University of the Virgin Islands in all professional publications and activities.
4. To keep the University informed of current address and professional activities.
5. To continue to conduct oneself both professionally and ethically; i.e., in ways that reflect positively on the public image of the University.
6. Emeritus status may be revoked for cause, as determined by the Board of Trustees.