

UNIVERSITY OF MANITOBA POLICY

Policy:	EMERITUS APPOINTMENTS FOR SENIOR ADMINISTRATORS
Effective Date:	May 24, 2016
Revised Date:	
Review Date:	May 24, 2026
Approving Body:	Board of Governors
Authority:	<i>The University of Manitoba Act, section 16(1)</i>
Responsible Executive Officer:	University Secretary
Delegate: (If applicable)	
Contact:	University Secretary
Application:	Board of Governors Members, Senate Members, Senior Administrators who are members of the Executive Group

Part I Reason for Policy

- 1.1 To honour former Vice-Presidents of the University of Manitoba who have demonstrated excellence and made exceptional contributions to the development of the University while serving in administrative roles and in special circumstances, other former senior administrators who did not hold a Vice-Presidential appointment.

Part II Policy Content

General

- 2.1 A Vice-President may have the title Vice-President Emeritus conferred upon them following completion of at least five years in the role.
- 2.2 In exceptional cases and upon the recommendation of the President, a member of the senior administration who did not hold a Vice-Presidential position may have

the Emeritus title conferred upon them following completion of at least five years in the role.

Criteria

- 2.3 Vice-Presidents who are academic staff members who leave an administrative role and return to the academic ranks may be considered for an emeritus appointment while serving as faculty members. Other Vice-Presidents may only be considered for an emeritus appointment following resignation or retirement from the University.
- 2.4 Other senior administrators considered for emeritus appointments will be subject to the criteria outlined in section 2.5.
- 2.5 The criteria for a senior administrator emeritus title shall be:
 - (a) Excellence in leadership and administration;
 - (b) Exceptional contributions to the development of the University; and
 - (c) Distinguished service in a senior administrative role of at least five years duration.

Nominations

- 2.6 Nominations for Vice-President emeritus titles may be made by any member of the Board of Governors or the Senate. Nominations shall be submitted in confidence to the University Secretary. Nominations shall normally be made after a senior administrator has left their administrative position.
- 2.7 In exceptional cases, other senior administrators may be nominated for an emeritus title by the University President.
- 2.8 In all cases, nominations will be considered for recommendation to the Board of Governors by the Chancellor's Committee.
- 2.9 The Board of Governors shall approve nominations for senior administrator emeritus titles based on recommendation from the Chancellor's Committee. Consideration of emeritus nominations by the Board of Governors shall be in closed session.

Length of Term

- 2.10 The appointment of a senior administrator emeritus is for life.

Recognition

- 2.11 The conferring of the title honours both the individual and the University. The honour is the most important aspect of this title. Holders of the title shall be styled "(last eligible title) Emeritus". Other privileges may be granted to holders of

emeritus titles at the discretion of the President. The title shall be presented at a time determined by the University.

Further Information

- 2.12 Nominations should be submitted to the University Secretary, Room 312 Administration Building. Deadline for receipt of nominations is March 31 for consideration by the Chancellor's Committee in May or June.

Part III Accountability

- 3.1 The Office of Legal Counsel is responsible for advising the University Secretary that a formal review of this Policy is required.
- 3.2 The University Secretary is responsible for the implementation, administration and review of this Policy.
- 3.3 Board of Governors Members, Senate Members, Senior Administrators who are members of the Executive Group

Part IV Authority to Approve Procedures

- 4.1 The Approving Body may approve Procedures, if applicable, which are secondary to and comply with this Policy.

Part V Review

- 5.1 Governing Document reviews shall be conducted every ten (10) years. The next scheduled review date for this Policy is May 24, 2026.
- 5.2 In the interim, this Policy may be revised or repealed if:
- (a) the University Secretary or the Approving Body deems it necessary or desirable to do so;
 - (b) the Policy is no longer legislatively or statutorily compliant; and/or
 - (c) the Policy is now in conflict with another Governing Document.
- 5.3 If this Policy is revised or repealed all Secondary Documents, if applicable, shall be reviewed as soon as possible in order that they:

- (a) comply with the revised Policy; or
- (b) are in turn repealed.

Part VI
Effect on Previous Statements

- 6.1 This Policy supersedes all of the following:
- (a) all previous Board of Governors/Senate Governing Documents on the subject matter contained herein; and
 - (b) all previous Administration Governing Documents on the subject matter contained herein.

Part VII
Cross References

- 7.1 This Policy should be cross referenced to the following relevant Governing Documents, legislation and/or forms:
- (a) [Emeritus/Emerita Titles Nomination Form](#)
 - (b) [Emeritus/Emerita Title Recipients](#)