

UNIVERSITY OF MANITOBA POLICY

Policy:	LIBRARIAN EMERITUS/EMERITA
Effective Date:	January 26, 2010
Revised Date:	May 19, 2015
Review Date:	March 9, 2030
Approving Body:	Board of Governors
Authority:	<i>The University of Manitoba Act, Section 16(1)</i>
Responsible Executive Officer:	University Secretary
Delegate:	
Contact:	University Secretary
Application:	Board of Governors members; Faculty/School Councils

Part I Reason for Policy

- 1.1 To confer a title of distinction for Libraries' staff of the University who have rendered distinguished service to the University, the profession and have a significant record in professional performance, teaching, research and scholarship.

Part II Policy Content

Criteria

- 2.1 The title of Librarian Emeritus/Emerita may be conferred, by the Board of Governors, after retirement of any member of the Libraries' staff of the University. Those nominated for the title shall normally have held the rank of Librarian.

Nominations

- 2.2 Nominations for Librarian Emeritus/Emerita may be submitted to the University Librarian, who will submit the recommendations to a special meeting of the Librarians' Council. All deliberations will be in confidential session. The nominations should be accompanied by supporting material showing the

candidate's contributions to the University, to his/her discipline, and to the profession. A detailed curriculum vitae should form part of this material.

- 2.3 The Librarian's Council shall vote on the nomination by secret ballot. Nominations that receive an affirmative vote shall go forward to the Chancellor's Committee for review and recommendation to the Board of Governors.

Length of Term

- 2.4 The appointment of Librarian Emeritus/Emerita is for life.

Recognition

- 2.5 The honour is the most important aspect of this title. However, it is acknowledged that some individuals holding the title Librarian Emeritus/Emerita may require facilities such as office space. The responsibility for supplying such resources lays with the University Librarian.

Further Information

- 2.6 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. Further information is available from this office (telephone 204-474-6167).

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 and Faculty/School Councils are responsible for complying with this Policy.

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 March 9, 2030.
- 5.2 In the interim, this Policy may be revised or repealed if:
- (a) the University Secretary or 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 will be reviewed as soon as reasonably possible in order to ensure 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) Policy: Library Emeritus/Emerita approved September 23, 1999;
 - (b) all previous Board of Governors/Senate Governing Documents on the subject matter contained herein; and
 - (c) 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 Title Nomination Form](#)
 - (b) [Emeritus/Emerita Title Recipients](#)