

UNIVERSITY OF MANITOBA POLICY

Policy:	PROFESSOR 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 establish criteria for the nominations for Professor Emeritus/Emerita.

Part II Policy Content

Criteria

- 2.1 The honorary title of Professor Emeritus/Emerita may be conferred after retirement on members of the faculty of the University who have held the rank of Professor. Individuals nominated for the title must have rendered distinguished service to the University through their teaching, research, and scholarship. Nominations normally would include evidence of excellence in teaching, including graduate student supervision, and excellence in research, scholarship, and/or creative work. Evidence of excellence in teaching may include awards, evaluations by students, assessment of peers, testimonials from former students, a record of course and curriculum development, innovations in teaching methods, and a corpus of work relating to teaching and learning. Evidence of excellence in research, scholarship and creative work may include awards and recognitions, reviewed and juried works, refereed publications, invited lectureships, success in grant and other competitions, and testimonials by peers. Although the number of years of service

at the University of Manitoba is unspecified, it is expected that those nominated will have had a reasonable length of service with the University.

Nominations

2.2 In faculties which are divided into departments, nominations for Professor Emeritus/Emerita are normally made by the department. Recommendations are then submitted to the faculty council according to the procedures of the particular faculty. In faculties and schools which do not have departments, nominations shall be made to the faculty or school council according to the procedures established by those councils. All deliberations by departments and faculties/schools should be in confidential session. The nominations should be accompanied by supporting material showing the candidate's contributions to the University and to his/her discipline. A detailed curriculum vitae should form part of this material. 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

2.3 The appointment of Professor Emeritus/Emerita is for life.

Recognition

2.4 The honour is the most important aspect of this title. However, it is acknowledged that some individuals holding the title Professor Emeritus/Emerita may require facilities such as office and laboratory space. The responsibility for supplying such resources lies with the department and/or faculty/school concerned. Those holding the title of Professor Emeritus/Emerita are members of the Faculty of Graduate Studies. Professors Emeriti/Emerita shall be eligible to apply for grants and contracts under the aegis of the University.

2.5 Nominations should be submitted to the University Secretary, Room 312 Administration Building. Deadline for receipt of nominations is March 31 for consideration by the 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 Board of Governors 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: Professor Emeritus/Emerita approve July 1, 2005;
 - (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](#)