

Procedures for Emeritus Faculty Appointments

The procedures associated with Emeritus Faculty appointments are:

1. Eligible faculty may be nominated by the department who wishes their emeritus status. Eligible faculty may also nominate themselves for review by the department. Nominations approved by the department should include any initial considerations regarding office and lab space, facilities use, etc., as well as documenting the department vote (Ayes, Nays, Abstentions).
2. A majority vote in favor of emeritus status is normally required to advance the nomination beyond the department. Eligible faculty who have been denied E/E status by the department may seek recourse through the Academic Freedom & Tenure committee as in cases of tenure and promotion. The appeal process applies to all steps of this procedure.
3. Nominations should be in the form of a memo to the Vice President of Academic Affairs. The candidate's CV should be attached to the memo. The memo should summarize the nominee's career for the benefit of the VPAA's decision as to whether to recommend to the President for their consideration. The memo should also provide important information that the public information officer can use for a press release, for NMT websites, and for other promotional materials.
4. The VPAA, in turn, submits their recommendation, along with the nominating materials to the President for their decision.
5. The President, in turn, submits their recommendation, along with the nominating materials to the Board of Regents for their decision.
6. The Board of Regents' decision is final.