

## THE UNIVERSITY OF ALABAMA IN HUNTSVILLE

### EMERITUS FACULTY PRIVILEGES

<b><u>Number</u></b>	02-01-34
<b><u>Division</u></b>	Academic Affairs
<b><u>Date</u></b>	February 2015
<b><u>Purpose</u></b>	This policy establishes rights and privileges extended to UAH emeritus faculty and, further, clarifies procedures related to faculty retiring into emeritus status.
<b><u>Policy</u></b>	Rights and privileges granted to emeritus faculty, as well as procedures concerning faculty responsibilities and duties upon retirement to emeritus status, are detailed in this policy.

#### **Procedures**

##### **Office and Work Space**

An emeritus faculty member may continue to engage in productive scholarship and creative activities noting their affiliation with the university in such activities. Whenever possible, with annual review and approval by the Academic Dean, the university will allocate office space that may be shared office space. Emeritus faculty who have agreed to teach on a part-time basis and/or who have active research grants/contracts through UAH will have priority in space allocation. Upon retirement or shortly thereafter, emeritus faculty will move out of their faculty office to their emeritus faculty office.

An emeritus faculty member engaged in research with active, sponsored contracts/grants through UAH will be allocated laboratory, studio, or research space on an as needed basis, with annual review and approval of the Department Chair, Academic Dean and the Vice President for Research and Economic Development. Priority for laboratory, studio or research space will be given whenever UAH students are supported on emeritus faculty grants/contracts or are being actively supervised by emeritus faculty.

### PI /Discretionary/Residual Accounts/

1. Any fiscal or other authority over these funds ceases following retirement or the establishment of Emeritus status from UAH, except as noted below. Any subsequent expenditures from these accounts require approval of the Department Chair and Dean.
2. Funding to help support UAH graduate and undergraduate student –who is on track to graduate with a degree from UAH and who was previously supervised by the PI-Emeritus Faculty and who is continuing to perform research in the Emeritus Faculty’s area—and expenditures in connection with the research activity carried out by these individuals must be carefully considered, and funds from these accounts may be used to support these activities, with the approval of the Department Chair and Dean.
3. All other remaining funds in the faculty member’s discretionary accounts are transferred to the faculty member’s College immediately following Emeritus Status. Any encumbrances at the time of separation should be clearly identified and suitable arrangements made by the Department Chair with the approval of the Dean.

Parking Emeritus faculty may continue to park on campus with a valid, paid campus parking permit issued by UAH’s Parking Management Office.

### Educational Benefits

Educational Assistance Program benefits continue for all emeritus faculty and their eligible dependents and are available to eligible dependents of deceased emeritus faculty.

### Correspondence

Emeritus faculty continue to receive email via their university email address and will be listed in UAH’s online directory. If applicable, emeritus faculty will be listed on departmental/college websites unless the emeritus faculty member requests that email services and listings on web sites be terminated.

## University Governance

Upon retirement, emeritus faculty relinquish their faculty voting rights. As distinguished members of the academic community, emeritus faculty may, on occasion, be invited to provide input regarding university curricula, a faculty research matter, or strategic plans, in line with their expertise. Emeritus faculty may be invited by the appropriate university official to participate in the work of departmental/college/university committees if approved by the Academic Dean. The invitation must be reviewed annually.

Emeritus faculty may not vote in university shared governance or in committees and/or meetings where university/college/ department shared governance matters are discussed. Moreover, emeritus faculty do not participate in committees or meetings associated with fiscal, and/or academic personnel matters including but not limited to hiring and tenure and promotion. It is the responsibility of the Department Chair and Academic Dean to ensure that these governance provisions are followed.

## Cultural, Recreational, and other Campus Events

Emeritus faculty and their dependents qualify for discounted membership at the University Fitness Center.

Emeritus faculty continue to have access to campus cultural, social, recreational, and sporting events. Parking and entry fees apply as would be the case for regular faculty.

## Library Privileges

Emeritus faculty may continue to use the University Library and its services, consistent with their pre-retirement faculty appointment.

## **Review**

Academic Affairs will review this policy every five years or sooner as needed.

**Approval**

Robert W. Richter  
Chief University Counsel

Jan 28, 2016  
Date

Christine W. Curtis  
Provost and Executive Vice President  
for Academic Affairs

January 5, 2016  
Date

APPROVED:

Robert A. Altshuler  
President

1/11/16  
Date