



University Community (faculty, staff and students)

SUBJECT (R*)	EFFECTIVE DATE (R*)	POLICY NUMBER (O*)
Emeritus Faculty	November 6, 2017	320.091

POLICY STATEMENT (R*)

Emeritus status normally shall be reserved for those employees who retire after a minimum of five years of employment at FIU. An award of emeritus status shall be based on the employee’s past contributions to the University and the profession demonstrated through a record of outstanding teaching, research or service.

REASON FOR POLICY (O*)

To bestow the title of Emeritus on retiring faculty and librarians who gave exceptional service to their Department, College, or University.

RELATED INFORMATION (O*)

AUTHORITY/SOURCE:
Provost and Executive Vice President
The Florida International University Board of Trustees and the United Faculty of Florida Collective Bargaining Agreement

- PROCEDURES (O*)**
1. The decision to grant emeritus status shall be made upon the employee’s request to his or her chair or supervisor and pursuant to a vote by the faculty within the employee’s department/unit according to criteria and procedures developed by employee’s college, school or other appropriate academic unit, and subject to the approval of the Dean of the appropriate academic unit and the Provost, which approvals shall not unreasonably be withheld.
 2. The Dean shall review the Department’s recommendation(s) and forward it along with his/her recommendation(s) to the Provost.
 3. The Provost shall review the recommendations from the department/unit and the Dean and then render a final decision.
 4. The Emeritus title shall include continued campus courtesies under the same conditions as required of active faculty. Such benefits include:
 - Retired employee identification card;
 - Use of the University library (i.e., public rooms, lending and research service);
 - Listing in the University directory;
 - Placement on designated University mailing lists;
 - A University faculty-staff parking decal without charge;
 - Use of University recreational facilities (retired employees may be charged fees different from those charged to other employees for the use of such facilities);

- The right to enroll in courses without payment of fees, on a space available basis in accordance with the provisions of Section 1009.26(4) Florida Statutes;
 - A mailbox in the department/unit from which the employee retired, subject to space availability;
 - A University e-mail address;
 - In accordance with University policy, and on a space available basis, the University is encouraged to grant a retired employee’s request for office space or laboratory space.
5. The University shall act upon the employee’s request within sixty (60) days of the beginning of the Fall or Spring semester following the employee’s request or within sixty (60) days of the beginning of the Fall or Spring semester following the employee’s retirement, whichever is later.
 6. Academic administrators shall become Emeritus in their academic rank and/or their administrative classification.

HISTORY (R*)

Former Academic Affairs Policies, Section 5.
 The Florida International University Board of Trustees and The United Faculty of Florida Collective Bargaining
 Effective Date: January 4, 2016; Revised: November 6, 2017

<p>RESPONSIBLE UNIVERSITY DIVISION/DEPARTMENT (R*)</p> <p style="text-align: center;">Division of Academic Affairs Florida International University</p> <p>RESPONSIBLE ADMINISTRATIVE OVERSIGHT (R*)</p> <p style="text-align: center;">Office of the Provost 11200 S.W. Eighth Street, PC 526 Miami, Florida 33199 Telephone Number: (305) 348-2151</p>	<p>The University Policies and Procedures Library is updated regularly. In order to ensure a printed copy of this document is current, please access it online at http://policies.fiu.edu/.</p> <p>For any questions or comments, the “Document Details” view for this policy online provides complete contact information.</p>
--	--

***R = Required *O = Optional**