

 CAPILANO UNIVERSITY		POLICY	
Policy No.	Officer Responsible		
S1999-06	Vice-President Academic and Provost		
Policy Name			
Faculty Emeritus			
Approved by	Replaces	Category	Next Review
Senate	EC1999-06 / 9023	B	2020
Date Issued	Date Revised	Related Policies, Reference	
May 1999	August 2019		

1. OVERVIEW

This policy creates the Emeritus designation for faculty retirees and sets the criteria for its bestowal.

2. POLICY

The Faculty Emeritus designation is awarded to faculty retirees who have provided outstanding service to the University and their discipline, as per the criteria below. The designation honours exceptional faculty retirees and allows the University to continue its relationship with them. The University reserves the right to revoke the designation in exceptional circumstances, at the discretion of the Senate Tributes Committee.

3. CRITERIA

To be considered for Faculty Emeritus designation, a nominee must be retired for a minimum of three years (or at the discretion of the Tributes Committee), in addition to providing outstanding service to both the University and discipline as measured by the following, both before and through retirement:

- a. Excellence in faculty work;
- b. Contributions made to the discipline;
- c. Contributions made to the University;
- d. Contributions made to the community.

4. HONOURS

The Faculty Emeritus designation provides general access to University facilities and access to the resources of the retiree's department to the extent approved by the department's Coordinator in consultation with the department.

The specific honours of Faculty Emeritus designation are:

- a. Inclusion of name in University Calendar, accompanied by "Instructor Emeritus", "Librarian Emeritus", "Counsellor Emeritus", or other designation as appropriate.

- b. Provision of access to office space (subject to availability and the approval of the division) for periods of scholarly or professional activity by the Faculty Emeritus.

- c. A university library card and email address.

- d. Appropriate courtesies such as invitations to graduation and awards ceremonies and other University events.