**Procedures for Granting Emeritus Rank**

Effective Date: 01 February 2022

These procedures provide the current process for conferring emeritus status in accordance with the Board of Trustees resolution dated June 5, 1970.

**PROCEDURES**

Faculty who desire and are eligible for emeritus status should make the request for consideration to their department or school head. The head of each department or school shall send the names of faculty eligible to receive emeritus rank upon retirement to the dean of the college for review/approval. The deans will then transmit their recommendations to the provost for final approval.

**ELIGIBILITY**

The emeritus title is intended to honor those who have produced significant contributions to Purdue University through teaching, research, or engagement. Emeritus rank may be conferred upon faculty members holding professorial rank (assistant, associate, full) at the time of their retirement. The retirees must have had a period of 10 years of continuous full-time service at Purdue University immediately preceding their retirement.

Faculty members with fewer than 10 years of employment who are nominated for emeritus rank may be moved forward to the provost for review/approval at the discretion of the dean of their college.

Faculty members who hold the title of Distinguished or Named Professor may follow the above procedure to carry the title Distinguished Professor Emeritus or Named Professor Emeritus.1

Faculty members who hold an administrative title of Dean may follow the above procedure, but submit their request directly to the provost for approval. Such faculty are eligible for the administrative emeritus title of Dean Emeritus, even if they continue as active faculty in their home unit after stepping down from the administrative position.

Deans may request the provost consider other emerti titles as they deem appropriate (Center Director, Department Head, etc.)

**PRIVILEGES**

Persons appointed to emeritus rank are granted the following privileges:

* Have their name listed with the faculty in the bulletin of their college or school.
* Be invited to academic and University functions in the areas of their interests.
* At the discretion of the dean of their college/school, be invited to attend faculty meetings with the privileges of the floor but no vote.
* If the faculty member has at least 10 years of eligible service and is at least 55 years of age, the status and privileges of official retirees will be granted as outlined in the policy on [Status and Privileges of Retired Faculty and Staff, Surviving Spouses and Surviving Children (VI.A.1).](https://www.purdue.edu/policies/human-resources/via1.html)

1Please also refer to policy VI.C.1, [“Distinguished and Named Professorships and Faculty Scholars](https://www.purdue.edu/policies/human-resources/vic1.html)”

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