

Emeriti Faculty Status

Nominee Name _____

Application Path: ☐ Professor (Path 1) ☐ Instructor (Path 2)

These guidelines are designed to provide committee members with a structured and standardized way to evaluate emeriti faculty status nominations.

Eligibility Criteria (Check Yes/No)

- | | |
|---|--------|
| ⇒ Is the nominee application packet complete with all required materials? | Yes/No |
| ⇒ Has the nominee held full-time faculty or administrative faculty rank for at least 10 years at the institution? | Yes/No |
| ⇒ Is the nominee currently in active status or retired in good standing? | Yes/No |
| ⇒ Has the nomination been submitted within 3 years of the nominee's retirement or departure from the university (including posthumous cases)? | Yes/No |
| ⇒ Is the nominee a tenured faculty member?
(only applies for Path 1: Professor) | Yes/No |

Select one of the following paths based on the nominee's rank (Path 1: Professor OR Path 2: Instructor) and score each criterion as follows:

Below Expectations: 1-2

Meets Expectations: 3

Exceeds Expectations: 4-5

Truly Exceptional: 6-7

Path 1: Professor (Professors are expected to demonstrate broader institutional impact, leadership, and scholarly engagement.)

1. **Sustained Contributions in Teaching, Scholarship, and Service** (*Impact in all three areas should be substantial*) _____
 2. **Leadership and Institutional Impact** (*University service, leadership roles, or contributions beyond the department*) _____
 3. **Scholarly or Professional Effectiveness** (*Publications, mentorship, curriculum development, or discipline-related contributions*) _____
 4. **Legacy and Long-Term Influence** (*Sustained impact on students, faculty, or the university over time*) _____
 5. **Alignment with University Mission and Values** (*Commitment to institutional priorities and educational excellence*) _____
 6. **Recommendation and Supporting Documents** (*Three recommendation letters with detailed endorsement and reference to sustained contributions from nominee's CV or portfolio*) _____
- Total Points _____

Path 2: Instructor (Instructors are evaluated primarily on teaching excellence and institutional service.)

1. **Sustained Contributions in Teaching and Service** (*Excellence in teaching with evidence of service engagement*) _____
 2. **Curriculum Development and Instructional Impact** (*Innovative pedagogy, course design, student mentorship*) _____
 3. **Leadership and Institutional Impact** (*University service, leadership roles, or contributions beyond the department*) _____
 4. **Legacy and Long-Term Influence** (*Sustained impact on students, faculty, or the university over time*) _____
 5. **Alignment with University Mission and Values** (*Commitment to institutional priorities and educational excellence*) _____
 6. **Recommendation and Supporting Documents** (*Three recommendation letters with detailed endorsement and reference to sustained contributions from nominee's CV or portfolio*) _____
- Total Points _____

Evaluation Scale:

- **30–42:** Strong candidate for emeriti status
- **26–29:** Good candidate, merits consideration
- **23–26:** Adequate candidate, may require additional evidence
- **Below 24:** Does not meet requirements for emeriti status