

PREPARATION OF THE DOSSIER FOR EMERITUS FACULTY

To be delivered to the Office of the Provost on ([check annual date](#)): 1 original hard copy (containing original letters and signatures on the *Proposal for Faculty Promotion/Tenure* form) dossier for each candidate. An electronic dossier should be completed for each candidate at the same time for each candidate under consideration for Emeritus status.

Recommendations of regular senior faculty for appointment to Emeritus rank should proceed in the same fashion as those for senior rank and/or tenure. The dossier must include the items noted in emeritus dossier checklist. The dossier review and approval process for emeritus is the same as the process described for [regular faculty](#).

Although dossiers for emeritus need not be as comprehensive as those supporting faculty who seek tenure or promotion in the regular ranks, evidence of sustained high quality performance throughout a career must be provided as noted in the Faculty Handbook section 301.03 as revised by Academic Senate on April 16, 2007. Faculty considered for Emeritus are those with “sustained high quality performance” and have normally attained rank of full professor.

- Evidence of sustained teaching effectiveness.
- Evidence of distinctive scholarship.
- Evidence of distinguished service to the University, profession/discipline and/or community.
- Evidence of a career congruent with the University mission.