

3.10 Emeritus Professors

Promulgated by the Administration as Policy or Procedure

Revised 24 Oct 2007; approved by the Board of Trustees 22 May 2008

The title "Professor Emeritus" is conferred on a retired faculty member whose record of accomplishment in teaching, advising, research, and service to the Institute is exemplary and whose continued association with the Institute will greatly benefit the Institute.

The process for awarding the title "Professor Emeritus" originates with the individual's department¹, based on a plan for the candidate's future association with the Institute. The department's recommendation is made to the dean of the relevant school. If the dean approves, he/she recommends the award to the Provost. If the Provost approves, he/she recommends the action to the President who may then recommend to the Board of Trustees that the individual be given the title "Professor Emeritus."

The title is conferred for a period of up to 5 years.

On the recommendation of the Provost, the title Professor Emeritus may be removed from an individual by the Board of Trustees, if at any time the Provost, in consultation with the Dean and nominating department/unit, deems that it is not to the best interest of the Institute for that individual to retain the title of professor emeritus.

By accepting the title of Professor Emeritus the individual commits and acknowledges that he/she will abide by all rules, policies and regulations of the Institute.

1. As available in the department, a professor emeritus is entitled to office space (individual or shared) and secretarial and/or clerical help.
2. At the discretion of the Department Director and the Dean of the School, a professor emeritus may be entitled to supervise Stevens undergraduate and/or graduate students who are taking research for credit or working on an undergraduate thesis.
3. A professor emeritus may be invited by the Dean of the School or the Provost to attend certain faculty meetings (without vote), department meetings, seminars, workshops, professional conferences held on campus, and guest lectures.
4. A professor emeritus also:
 - May be requested by the Department Director to provide advice and assistance to the department
 - At the Department Director's request, may be given an opportunity for adjunct teaching
 - Will have access to the Williams Library
 - Will have access to the campus computer network
 - Will have access to the Charles V. Schaefer, Jr. Athletic and Recreation Center in keeping with its schedule
 - Will be allowed to conduct or participate in externally funded research and will have access to laboratory space and equipment at the discretion of the Department Director and the Dean of the School
 - Will have parking privileges comparable to those of regular faculty members
 - May be requested by the Department Director, Dean of the School or Provost to serve on department and/or Institute committees
 - May be requested to mentor new faculty

¹ For SSE, STM and CAL, the process originates from the Dean of the School/College