



School of Media & Communication

**DATE:** June 11, 2025

**TO:** Dr. Robert Hale  
Associate Provost

**FROM:** Mac McKerral  
Faculty Senate Chair

**RE:** AA Policy 1.1037  
Emeritus Status

Rob:

This confirms the approval during its April 17, 2025, meeting of the Faculty Senate Recommendation for AA Policy 1.1037.

Handwritten initials 'GEM' in black ink.

Handwritten signature 'Approved - Robert Zucker' in black ink.



## **POLICY & PROCEDURE DOCUMENT**

NUMBER: 1.1037

DIVISION: Academic Affairs

TITLE: Emeritus Status

DATE: February 6, 2001

REVISED: July 19, 2005; November 1, 2005; November 1, 2015, January 23, 2017, February 27, 2017, February 14, 2022, New Date TBA

AUTHORIZED BY: Robert Fischer Provost and Vice President for Academic Affairs

### **I. Purpose and Scope**

Western Kentucky University will honor select individuals, upon retirement, as emeritus faculty. These individuals will be granted certain rights and privileges in recognition of their honored role in the university community and their ongoing potential for contributions to the intellectual and cultural life of the university.

Beginning February 1, 2017, the title Emeritus will follow either a male or female faculty member's rank upon retirement (e.g. Professor of History, Emeritus).

- II. Definition**—For the purposes of this policy, a retiree is defined as an individual with a minimum of ten (10) years of full-time employment at WKU, whose age plus years of full-time employment equals 60 or greater, and who resigns from the university.

### **III. Policy**

#### **A. Faculty**

To be awarded emeritus status, faculty must have served the university for at least 10 years. Faculty should have attained the rank of Professor or Associate Professor (under exceptional circumstances faculty with Instructor II or Senior Instructor status may be considered).

Emeritus faculty will be eligible for the benefits from the university accorded to retired faculty members, including such things as a university retiree identification card, on campus library privileges, an email account, a parking permit, access to university recreational facilities, purchase of tickets to academic and athletic events at the prevailing

faculty rate, enrollment in university classes under prices for faculty and staff, purchase of items at the WKU Store at the prevailing prices for faculty and staff, Active Emeritus faculty may be nominated for Affiliate Faculty status including WKU Affiliate status, which can include additional IT Services and/or use of the university as an agent for external grant applications. Faculty Emeritus may participate in university academic processions and ceremonial events.

#### B. University Distinguished Professors

University Distinguished Professors may be similarly honored with emeritus designation upon retirement. University Distinguished Professors will carry the title University Distinguished Professor of [*discipline*], emeritus. Emeritus University Distinguished Professors will be eligible for the same or equivalent benefits to emeritus faculty.

#### C. Administrative Personnel

Academic administrative personnel may be similarly honored with emeritus designation upon retirement. Emeritus administrators will be eligible for the same or equivalent benefits to emeritus faculty.

### IV. Procedure

#### A. Faculty

After an eligible faculty member fully retires, recommendation for the emeritus appointment will originate in the home department. It is the responsibility of the department chair/director to recommend retired faculty for emeritus status within six months of retirement. Such recommendations will be based on the record of achievement and service of the faculty member during his/her career at the University, and supported by majority vote of tenured faculty in the home department and a brief rationale supporting their nomination to be shared with the Board of Regents. If supported by a majority, the nomination will proceed through administrative channels for approval by the department chair/director, dean, Provost, and President, who will make recommendations to the Board of Regents for action.

### V. Related Policies

1.127V Affiliate Faculty 4.880V  
Staff Emeritus Status