

New Mexico Tech Guidelines and Procedure:
Granting Emeritus Status
Revision 2.0 (5 September, 2018)

I. Definitions and Perquisites of Emeriti

The status and title of Emerita/Emeritus (E/E) are conferred upon faculty described below who retire after having served the Institute in good standing.

Emerita/Emeritus status may be considered for all tenured faculty and the library director. The conferred title will be their rank at separation with “Emerita” or “Emeritus” added. The E/E title is honorary and without obligation to the recipient. In addition to the right to use the title, the recipient is encouraged to continue to participate in the academic activities of the University. The recipient also receives a standing invitation to participate in formal academic processions.

New Mexico Tech recognizes the loyalty and the continuing scholarly contributions of its Emerita/Emeritus faculty. In order to continue and to facilitate these contributions, departmental chairs and administrators should endeavor to provide office and/or laboratory space for E/E faculty. This should be decided on a space-available basis, with priority given first to non-retired faculty, next to Emeriti maintaining active research or teaching programs within the department, and finally to less active Emeriti (as judged by the home department). Faculty Emeriti shall also be entitled to full computer privileges, letters of introduction, institutional identification, and other non-financial privileges enjoyed by non-retired faculty. Faculty Emeriti shall maintain Faculty Senate voting rights and ability to serve on committees in the New Mexico Tech Faculty Senate. Faculty Emeriti voting rights within the department should be negotiated within the department, or subject to the department’s own internal guidelines. For the sake of fairness and transparency, departments are strongly encouraged to develop and publish such internal guidelines.

Emeriti faculty may be invited to serve as:

- A part-time instructor in areas of scholarly expertise
- A member of a graduate committee
- An academic advisor
- A participant in academic department meetings
- Other responsibilities as deemed appropriate by their home department

II. Process for nominating Emeriti

Eligible faculty can be nominated by the department who wishes their emeritus status. Eligible faculty can also nominate themselves. Nominations from the department should include any initial considerations regarding office and lab space,

facilities use, etc., as well as documenting the department vote (Ayes, Nays, Abstentions). A majority vote in favor of emeritus status is normally required to advance the nomination beyond the department. Eligible faculty who have been denied E/E status by the department may seek recourse through the AF&T committee as in cases of tenure and promotion.

Nominations should be in the form of a memo to the Vice President for Academic Affairs. The candidate's CV should be attached to the memo. The memo should summarize the nominee's career for the benefit of the VPAA's decision as to whether to recommend to the President for his consideration. The memo should also provide important information that the public information officer can use for a press release, for NMT web-sites, and for other promotional materials.

The VPAA, in turn, submits his or her recommendation, along with the nominating materials to the President for his or her decision. The President's decision is final.

III. Loss of privileges or status for Emeriti

Loss of privileges

An Emeritus may lose or have relocated laboratory or office space if their activity level or the needs of the department change, at the discretion of the home department, or of Academic Affairs. An example of such a need is the university's commitment of research space to junior, tenure-track faculty. Other privileges enumerated above shall be maintained until and unless E/E status itself is lost.

Loss of status

An Emeritus may lose status via the same types of malfeasance, and according to the same procedures, that cause tenured faculty to lose status.