

ACADEMIC_ Emeritus Status Policy_53

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	Effective Date: October 11, 2016
	Reviewed by EMC on: October 11, 2016
	Approved by the President on: October 11, 2016
	Approved by the Board of Regents on: July 17, 2017

Purpose

The purpose of this policy is to recognize Qatar University faculty who have made significant contributions to the university in areas of teaching, research and service.

Source / Authority

The Office of the Vice President for Academic Affairs is responsible for overseeing and monitoring the implementation of this policy and accompanying procedures.

Who Should Know This Policy

- President
- Vice President
- Legal Advisor
- Dean
- Director / Departmental Head
- Faculty
- Accounting/ Finance Personnel
- Student
- All Employees

Policy Description

Qatar University seeks to recognize and continue to benefit from faculty members who made outstanding contributions to the university and to build loyalty among its capable members. This policy establishes criteria for granting the emeritus status to faculty members who made significant contributions to the university for an extended period of time. The policy serves to ensure a consistent approach to conferring the emeritus status.

Policy Statements

1. A faculty member on indefinite or rolling contract who has served the university with distinction over a period of no less than 15 years may be awarded the title of Emeritus or Emerita (for females) upon retirement.
2. The title will follow the regular academic rank professor/associate (restricted to associate professors and professors), emeritus (e.g. Professor Emeritus of History).
3. Emeritus faculty will maintain some privileges, such as Qatar University ID and email address, access to university services including, library, parking, recreational facilities, etc., office space secretarial assistance as available, attendance at graduation and convocation, listings in University catalogs and faculty/staff directory as emeritus faculty.
4. Emeritus faculty will be eligible to apply for research grants subject to governing rules and regulations.
5. Emeritus faculty may serve (ex officio) on department/college and university committees' membership as needed.
6. Emeritus faculty will be eligible to teach courses when and if needed in his/her discipline. In such cases, emeritus professors will be compensated per appropriate QU policies.
7. The appointee is subject to QU rules, regulations and conduct policy;
8. The emeritus status is granted for life; however, the university can rescind the title if appointee violates QU relevant rules, regulations and conduct policy.

Procedure

- Nomination to the appointment to the rank of Emeritus Status can be:
 - Self-nomination;
 - Nomination from Head of Department;
 - Nomination from College Dean.
- Nomination (in all cases) should be submitted to college dean for evaluation against the above criteria and then to Vice President for Academic Affairs;
- The nomination package shall include a letter of nomination for appointment as emeritus professor; statement detailing the faculty member contribution to teaching, research and services, evidence of service to Qatar University, and current CV;
- Vice President for Academic Affairs will review and submit the request with his/her recommendations to the University President for endorsement;
- Upon approval of the university president, a letter of appointment to the status of Emeritus Faculty will be communicated to the applicant and a copy will be sent to home department, college dean, vice president for academic affairs, and Human resources.