



THE UNIVERSITY OF
NOTRE DAME
A U S T R A L I A

Policy:

Award of Emeritus Title

Effective: 18 June 2018

Audience: Staff

Policy Category: Governance
Policy Sub-category: Honorary
Recognition

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1 OBJECTS OF THE UNIVERSITY

The University's Objects are defined in Section 5 of its Act of Parliament:

The Objects of the University are:

- (a) the provision of university education, within a context of Catholic faith and values; and
- (b) the provision of an excellent standard of -
 - i. teaching, scholarship and research;
 - ii. training for the professions; and
 - iii. pastoral care for its students.

2 PURPOSE

2.1 This Policy sets out provisions for awarding the honorary title of Emeritus.

3 PRINCIPLES

3.1 General

- 3.1.1 The Board of Trustees, upon recommendation of the Vice Chancellor, may award the title of Emeritus to honour a person's service to the University and promote a continued association between the person and the University.
- 3.1.2 The title of Emeritus may be awarded to a person who has served the University, whether or not in the capacity of an employee, in recognition of their distinguished and continuous service to academic work and the development of the University.
- 3.1.3 An Emeritus shall only be awarded to a person who, in the Trustee's opinion, has demonstrated a sustained level of both exceptional performance and commitment to the University beyond the level of service usually expected of a senior staff member.

3.2 Eligibility

- 3.2.1 While the title of Emeritus is generally awarded to persons who retire from academic service, it may be awarded to a Professor or senior general staff member who leaves the University to take up an appointment in the public or private sector.
- 3.2.2 The Emeritus title shall not normally be awarded to a professor who leaves the University to take up another appointment at another University.

3.3 Use of Title

- 3.3.1 Subject to section 3.3.2, the Award entitles the person to use the title, usually in the form of Emeritus Professor or Emeritus Fellow, for life.
- 3.3.2 The University reserves the right to remove the title of Emeritus in certain circumstances, such as where the person has been convicted of a serious criminal offence, or where damage may be caused to the reputation of the University by having a continued association with the person.

3.4 Rights and Obligations

- 3.4.1 The title of Emeritus is honorary. No remuneration is received by a recipient, nor does the title of itself require the recipient to undertake any administrative or academic duties at the University.

4 NOMINATION AND APPROVAL PROCESS

- 4.1 Senior staff of the University may propose that a staff member who is leaving the University or other suitable nominee, be awarded the title of Emeritus in accordance with this Policy.
- 4.2 Nominees for an award should be proposed to the Vice Chancellor through a nomination letter that outlines the person's distinguished and continued service to the University.
- 4.3 The Vice Chancellor will consider the proposal, and if the Vice Chancellor is of the view that the proposal has merit, shall make a recommendation to the Board of Trustees.
- 4.4 The Board of Trustees will decide whether to approve of the title, the specific Emeritus title to be awarded, and the appropriate method of acknowledgment or ceremony attaching to the award.

5 ROLES AND RESPONSIBILITIES

- 5.1 **Vice Chancellor** has responsibility for reviewing proposals for awarding the title of Emeritus and making recommendations to the Board of Trustees.

Version	Date of approval	Approved by	Amendment
1	October 2008	Trustees	Effective date – new Policy.
2	18 June 2018	Vice Chancellor	Minor amendments to update format. Addition of clause 3.3.2.