

**EMERITUS STATUS POLICY**

POLICY COMMITTEE APPROVED 2/7/2025  
 APPROVED BY FACULTY SENATE 9/17/2024

Effective Date 2/7/2025

(Impact Area – Dept Name)  SUNY Morrisville *Morrisville Campus *Norwich Campus *EOC	(General Subject Area)	(Specific Subject Area)
<b>Relates to Procedure #</b>	<b>Impact:</b>	
<b>Legal Citation (if any):</b>		
<b>SUNY MORRISVILLE</b>		

**Policy Summary**

Members of SUNY Morrisville with faculty rank who retire in good standing from state service may be granted Emeritus Status given the review and approval of the Leadership Team.

**Procedures for Employees Reporting to a Dean**

In accordance with the *Policies of the Board of Trustees* (Article XV, Titles B and C), retiring members of the faculty, can self-nominate or be nominated for Emeritus Status. A brief written request or recommendation should be sent to the Dean of each faculty member’s respective School by February 1.

The Dean will forward the request for faculty, with their recommendation, to the Provost's Secretary by March 1.

The Leadership Team will review all requests and make decisions to grant or deny Emeritus Status by April 1.

If the request is denied, the Dean will be advised as to the reason for denial. If the request is granted, the Provost's Office will prepare a certificate and letter to the retiring faculty for the President's signature.

Newly appointed emeritus faculty will be recognized each year during the last Faculty/Staff meeting in May of each year.

### **Privileges of Emeritus Status**

Faculty granted Emeritus Status shall be entitled to append the term "Emeritus" to the title of their academic or administrative post after the time of retirement.

Emeritus faculty will be listed in the campus directory and School webpages.

Emeritus rank comes with such privileges, which, in the judgment of the President, are feasible.

These may include:

- Retention of their campus email account;
- Representation in College professional groups or committees;
- Other privileges, upon specific request, where practical;
- Membership in the SUNY Morrisville Emeritus Group.

### **Contact Information**

Provost Office  
5<sup>th</sup> Floor, Admin. Bldg.  
Morrisville, NY 13408

Phone: 315-684-6054

Human Resources  
3<sup>rd</sup> Floor, Brooks Hall  
Morrisville, NY 13408

Phone: 315-684-6038