



Recommendation for Emerita/Emeritus Status

Name and Current Title: _____

Proposed Emerita/Emeritus Title: _____

Example: Professor Emerita of English (female), Professor Emeritus of English (male)

Years of Service at the University of Maine: _____ **Department:** _____

MaineStreet ID: _____ **Effective Date:** _____ **Retirement Date:** _____

Home Mailing Address: _____

Email or Other Future Contact Information:

Brief Biographical Career Sketch (continue on a separate sheet if necessary):

Academic Training:

<u>Degree</u>	<u>Year</u>	<u>Institution</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Summary of Experience at the University of Maine (If less than 15 years, please provide a separate rationale for the proposed exception to policy):

<u>Title</u>	<u>Dates of Service</u>
_____	_____
_____	_____
_____	_____
_____	_____

Rationale for Award: Please provide substantial documentation (several paragraphs) detailing the candidate’s contributions in the areas of teaching, research, and public service. If additional space is needed, please attach a separate page.

Rights and Privileges to Accompany Emeritus Status:

Faculty and other professionals who retire after at least fifteen years of service to the University in the immediate past may be recommended by their deans, directors, or vice presidents for emeritus appointments. Professional administrative staff may be granted emeritus titles upon recommendation by one or more responsible administrators if they have served the University for fifteen years. When the responsible administrator feels that an individual with less than fifteen years of service deserves emeritus status, he or she may recommend that an exception be made.

Persons holding emerita/emeritus titles are integral members of our University community, and as such are entitled to the following privileges: participation in academic convocations including commencement, faculty privileges at the library; possession of a Facilities and Events Pass (Gold Card) which offers a free parking decal for the University of Maine, use of the Fogler Library, visits to the Planetarium, attendance at all public lectures on campus, and entitles the cardholder to attend athletic and performance events as stipulated by the Gold Card policy; continuation of e-mail; inclusion on mailing lists; upon request, assignment of office or laboratory space for creative work, subject to administrative approval and availability. Emerita/emeritus faculty may attend University and college faculty meetings as non-voting faculty.

Recommendations:

_____ Date
Chairperson

_____ Date
Dean/Director

_____ Date
Executive Vice President for
Academic Affairs & Provost

Approval:

President Date

Please forward this form to Human Resources for processing once completed.

For Human Resources use only:
Supervisor’s Name and Position Number _____