

Nominations for Faculty Emeritus Status Fall 2022

This policy provides a procedure for conferring emeritus status on Millersville University. As of Fall 2022, the Millersville University Representative Council will be responsible for reviewing and voting on nominations for Faculty Emeritus status. The following procedure should be followed for Faculty Emeritus nominations:

1. Nominations should be submitted to the Representative Council (APSCUF-MU@millersville.edu) by the nominating department.¹ The Council will vote on each nomination. A simple majority will constitute a recommendation to the Council of Trustees.
2. Nominations should include the following information and be submitted in the following format:
 - a. Required Information:
 - i. Name of faculty member
 - ii. Department
 - iii. Number of years faculty member has served
 - iv. Accomplishments of the faculty member supporting their nomination
 - b. Formatting Requirements:
 - i. One-page maximum in length using 12-point font and one-inch margins. A template can be found on the following page.²
 - c. Current CV should be included with the nomination.
3. Nominations that receive a majority of “yes” votes at Representative Council will be sent to the Provost’s Office and the Chairs of the nominating departments will be copied on those emails. In the event that a nomination does not receive a majority of “yes” votes, only the Department Chair of the nominating department will be informed by APSCUF.
4. The Provost will submit these recommendations to the President, and the President’s Office/Provost’s Office will inform APSCUF and the relevant Department Chairs regarding their decisions to forward the nominations to the Council of Trustees.
5. The Programs Committee of the Council of Trustees will then vote on the granting of Emeritus status. If a majority of the Programs Committee votes for it, the nomination is sent to the entire Council of Trustees where a two-thirds majority is needed to confer Emeritus status. The result of the votes will be emailed to APSCUF and the relevant Department Chairs by the Provost’s Office.

¹ Minimum requirements for emeritus status are outlined in the governance documents of Millersville University.

² Nominations not conforming to these guidelines will be returned to the submitting Representative for revision.

Date:
To: MU APSCUF
From: Department of ???????
Subject: Resolution for Emeritus Status for Jane/John Doe, MFA/PhD/other.

WHEREAS Dr./Professor Jane Doe, Professor of Basket weaving, retired after 29.5 years of dedicated and distinguished teaching, scholarship, and service to Millersville University; and

WHEREAS Dr./Professor Jane Doe has worked with thousands of Millersville students during her tenure providing skilled advising and support while addressing ??????????????; and

WHEREAS Dr./Professor Jane Doe brilliantly and compassionately served as the Department Chair/Director from December, 2001 until their retirement in May, 2021 during which time they initiated and updated vital policies and procedures raising the standards and operations of the department to the highest professional levels; and

WHEREAS Dr./Professor Jane Doe led the Department's efforts to receive full accreditation, the major accrediting body for the field; and

WHEREAS Dr./Professor Jane Doe authored or co-authored more than 10 articles, co-authored a book chapter, exhibited internationally, nationally, regionally, and locally, and presented more than 20 professional papers at local, regional, and national conferences and received numerous grants to support their scholarly endeavors: and

WHEREAS Dr./Professor Jane Doe served on numerous University committees including (*list committees here*); and

WHEREAS Dr./Professor Jane Doe shared their expertise with the University through (*list examples*); and

WHEREAS Dr./Professor Jane Doe sought out specialized training in (*add field*) and used this knowledge to help Millersville University students, provide outreach and programming, and presented and published on this topic; and

WHEREAS Dr./Professor Jane Doe received extensive training in (*list training*), volunteering on the (*list locations*), and serving as (*list service*); and

WHEREAS Dr./Professor Jane Doe was the coordinator for the University's (*list name*), one of the founding members of the University's (*list name*) serving on the executive committee until their retirement; and

WHEREAS Dr./Professor Jane Doe is the founder of the highly successful (*name of program*) at Millersville University and contributed to research examining the positive benefits of (*example*).

THEREFORE BE IT RESOLVED that Dr./Professor Jane Doe be granted the honorary title of Professor of (*Department Name Here*) Emeritus.