

COMMITTEE FOR EMERITA/US STATUS¹

Terms of Reference:

Criteria:

For a Faculty Member: To be eligible for appointment as Professor Emerita/us, a faculty member must satisfy the following criteria:

- Be retired from UPEI OR retiring within the current academic year
- Hold the rank of Full Professor
- Normally at least 10 years of service as a full-time faculty member at UPEI (exceptional circumstances may be considered)
- Demonstrate extensive scholarly activity of exceptionally high quality OR exceptional teaching (proof of recognition as exceptional might include national/international awards, levels of citations, etc.) OR exceptional, service to the university.¹

For a Librarian: To be eligible for appointment as Librarian Emerita/us, a librarian must satisfy the following criteria:

- Be retired from UPEI OR retiring within the current academic year
- Hold the rank of Librarian IV
- Normally at least 10 years of service as a full-time librarian at UPEI (exceptional circumstances may be considered)
- Demonstrate superior achievement in at least one of the following areas: academic activities including scholarly endeavors; publication and teaching relevant to the Library; service to the Library, University service; or professional endeavors, including significant involvement in professional organizations.

Nominating Process:

- The Chair of the Committee for Emerita/us Status shall issue the call for nominations.
- The nominee must be nominated by another faculty member or librarian.
- The nominee can be re-nominated only once.
- The nomination MUST only include
 - A current and detailed curriculum vitae. In the case of a nomination on the basis of teaching or service, the CV ought to highlight the superior achievements of the nominee in that area;
 - A letter from the nominator(s) clearly justifying the nomination in terms of the criteria above, and clearly addressing to which category the nomination applies. The letter should provide clear evidence to support the case, addressing the quality of the scholarship, teaching, or service, as well as how this work contributed to the discipline, university, or broader community;
- The nomination moves in the following sequence:
 - The faculty member or librarian making the nomination will forward the nomination to the Chair of the Committee by the nomination deadline of January 15.
 - The Chair of the Committee will seek
 - i. A letter of appraisal of the nomination from the Chair (in departmentalized faculties) of the academic unit in which the nominee served, following the Chair's consultation with the Department, and

¹ The nominator should be clear about what constitutes "exceptional" work in any of those categories and suggest evidence that the nominee's work meets that standard.

- ii. A letter of appraisal from the University Librarian or the Dean of the Faculty in which the nominee served.

Evaluation Process:

- The Committee for Emerita/us Status evaluates each faculty member or librarian nominated based solely on the submissions.
- The Committee for Emerita/us Status makes its recommendations to the Chair of Senate.
- The Senate is the final approval body.
- Nominees will be notified of Senate’s decision by the Chair of Senate.

Privileges Afforded Emeriti:

- Listing in the university calendar.
- Use of university facilities and technical support, including:
 - Office space – as available
 - Research space – as available
 - E-mail system
 - Computer/technical support -- as available
 - Library privileges
 - Sports Centre
 - Purchase of a parking permit
- In concert with a tenured UPEI faculty member, the right to make a joint application for university research funds.
- The right to apply to outside funding agencies for research and travel funds in accordance with the funding institution guidelines.
- Invitation to Convocation and university social events

NOTE: In the event the recipient is unable to attend the Convocation, the award may be made in absentia.

Composition:

The Committee for Emerita/us Status shall consist of one librarian and seven faculty members, one from each of the seven Faculties: Arts, Business, Education, Engineering, Nursing, Science, and Veterinary Medicine, all at the rank of Associate/ Librarian III or Full Professor/ Librarian IV, for three year terms, initially staggered. Since Deans/ the University Librarian are asked to write on behalf of the nominees, these members should not be the Deans of a Faculty. Note: They do not have to be nominated from Senate.

POSITION	INCUMBANT	EXPIRY DATE
Faculty Member (Arts)	Doreley Coll	June 30, 2020
Faculty Member (Business)	Liuyang Yao (replacing B. Jelley for sabbatical, July 1/19 to June 30/20)	June 30, 2020
Faculty Member (AVC)	Javier Sanchez	June 30, 2021
Faculty Member (SDE)	Amy Hsiao	June 30, 2021
Faculty Member (Science)	Shafiqul Islam	June 30, 2021
Faculty Member (Education)	Anne Marie Fitzgerald	June 30, 2022
Faculty Member (Nursing)	Patrice Drake	June 30, 2022
Librarian	Yolanda Hood	June 30, 2022

Approved by Senate September 22,2017. Approved by Senate, October 13, 2006, January 5, 2007, April 20, 2007, December 7, 2007, October 3, 2008, February 8, 2013, June 14, 2013, Dec 4, 2015; Nov 18, 2016; September 14, 2018.