



**Campus Administrative Policy**

**Policy Title:** Faculty Emeritus/Emerita Designation

Policy Number: 1011A Functional Area: Academic and Faculty Affairs

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Effective: November 1, 2023

Date Last Amended/Reviewed: November 1, 2023

Supersedes: Faculty Emeritus/Emerita Designation (July 1, 2020)

Approved by: Donald M. Elliman, Jr.  
Chancellor University of Colorado Anschutz Medical  
Campus

Prepared by: Associate Vice Chancellor for Academic Affairs  
Reviewing Office: Executive Vice Chancellor for Academic and Student Affairs  
Responsible Officer: Executive Vice Chancellor for Academic and Student Affairs

Applies to: CU Anschutz

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**A. Introduction**

CU System Administrative Policy Statement (APS) 5060: Faculty Appointments allows emeritus distinction to be granted, upon retirement, to a faculty member with a record of strong contributions to the university.

**B. Policy Statement**

1. The “emeritus/emera” title may be awarded after nomination by the primary unit and review and recommendation by the school/college dean or library director and the Executive Vice Chancellor for Academic and Student Affairs and approval by the Chancellor.
2. Retiring faculty may be considered for the emeritus/emera designation during the academic year of retirement. In exceptional circumstances, an application may be approved by the Chancellor after the faculty member’s retirement date. This should only occur when the Chancellor determines the award of emeritus/emera status is important to the mission of the campus.
3. If approved, the designation will be added to the faculty member’s title/rank at

the time of retirement (e.g. professor emeritus). The effective date may be no earlier than the day following the faculty member's retirement date.

4. A retired or retiring faculty member who is not awarded the title of emeritus or emerita shall continue to be eligible for benefits provided to retired faculty.

## **C. Procedures**

1. The nomination of a retired or retiring faculty member for emeritus/emerita designation typically originates with the department chair or division head. Nominations are submitted to the school/college dean or library director. A short vita must accompany the nomination. The dean/director, assisted by the dean's review committee, reviews the recommendation, and may forward a positive recommendation and the vita to the executive vice chancellor for academic and student affairs. Upon a positive evaluation, the executive vice chancellor forwards the recommendation and vita to the chancellor. The chancellor notifies the faculty member in writing of their decision, which shall be final.

## **Notes**

1. Dates of official enactment and amendments:
  - November 9, 2004: Enacted
  - July 1, 2011: Updated
  - May 15, 2018: Reformatted
  - December 21, 2018: Revised
  - July 1, 2020: Revised
  - November 1, 2023: Policy 1011 was recast into separate policies for Denver (1011D) and Anschutz (1011A). 1011A was further revised.
2. History
  - May 15, 2018: Modified to reflect a 2018 Campus-wide effort to recast and revitalize various Campus policy sites into a standardized and more coherent set of chaptered policy statements organized around the several operational divisions of the university.
  - December 21, 2018: Amended to reflect Regent Law update and current campus processes.
  - July 1, 2020: Amended to reflect changes to Regent Law (the rescission of Article 9) and implementation of APS 5060.
  - November 1, 2023: The policy was amended to apply to only CU Anschutz. Further revisions include changes to the policy statement and CU Anschutz procedures related to who may nominate a faculty member for emeritus/emerita designation.
3. Original Effective Date: November 9, 2004
4. Cross References/Appendix:
  - [CU System APS 5060: Faculty Appointments](#)