

## COMMITTEE FOR EMERITA/US STATUS<sup>1</sup>

### Terms of Reference:

1. To review applications for appointment to Professor Emerita/us and Librarian Emerita/us and make recommendations to Senate for approval.

### 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, level of citations, etc.) OR exceptional, service to the university.

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 CV. 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 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
    - ii. A letter of appraisal from the University Librarian or the Dean of the Faculty in which the nominee served.
- The nominator should be clear about what constitutes "exceptional" work in any of the categories and suggest evidence that the nominee's work meets that standard.

**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 one Faculty member from each of the Faculties, at the rank of Associate Professor/Librarian III or Full Professor/Librarian IV, for three-year terms. These members do not need to be chosen from Senate and should not be Deans/the University Librarian as they are asked to write on behalf of the nominees.

**Note: The Chair will identify an Equity, Diversity, and Inclusion champion for the committee.**

POSITION	INCUMBENT	EXPIRY DATE	APPOINTMENT
Faculty Member Arts	Wendy Shilton	June 30, 2026	Elected by Faculty
Faculty Member Business	Blake Jelley	June 30, 2026	Elected by Faculty
Faculty Member Education	Ken MacKinnon	June 30, 2026	Elected by Faculty
Faculty Member IKERAS	TBA	TBA	Elected by Faculty
Faculty Member Nursing	Lindsey Smith	June 30, 2026	Elected by Faculty
Faculty Member Science	Sami Khedhiri	June 30, 2026	Elected by Faculty
Faculty Member FSDE	Amy Hsiao	June 30, 2026	Elected by Faculty
Faculty member Veterinary Medicine	Javier Sanchez	June 30, 2026	Elected by Faculty
Librarian	Melissa Belvadi	June 30, 2026	Elected by Faculty

<sup>1</sup>Approved by Senate, October 13, 2006, January 5, 2007, April 20, 2007, December 7, 2007, October 3, 2008, February 8, 2013, June 14, 2013, December 4, 2015; November 18, 2016, September 22, 2017, September 14, 2018, and March 10, 2023.