

## **Guidance and criteria for the award of Emeritus Professor**

- 1 The award of the title of Emeritus Professor is made by the President and Vice Chancellor of the University, taking action, under delegated authority, on behalf of the Senate. Any awards duly conferred are reported to the next meeting of the Senate and the Board of Governors. On conferment, the Register, Secretary and Chief Operating Officer will provide the individual with formal confirmation of the award of the title, with copies to the school, faculty and the Directorate of Human Resources.
- 2 The award of the title of Emeritus Professor at the University of Manchester is made in the following circumstances:
  - I. Where the individual has held a Chair position at the University of Manchester for a period of at least five years;
  - II. Where the individual is in the process of retiring from employment with the University of Manchester;
  - III. Where there is an academic (normally research) association with the University of Manchester beyond their formal retirement;
  - IV. Where the nomination for the title is issued by the relevant Head of School, and the award is supported by the Vice-President and the Dean of the relevant faculty.
- 3 Schools and faculties should ensure that nominees for the award satisfy the following criterion:
  - The nominee has made a distinguished contribution to the life of the University in one or more of the following areas; research, teaching and learning, or social responsibility.

A supporting case, including information on the areas in which a distinguished contribution has been made, citing evidence, should be submitted to the relevant Vice-President and Dean by the Head of School.

- 5 The title of Emeritus Professor is an honorary position and does not therefore enable an individual to access University resources over and above those already available to retired employees (regulation XIV concerning the use of Library and Information Services specifically applies). The school or faculty may, however, choose to make other facilities and resources that are within their oversight, available at their discretion.
  
- 6 In accordance with Ordinance VI the University may, in exceptional circumstances, (including but not limited to bringing the University into disrepute) withdraw the appointment of Emeritus Professor. Decisions to withdraw emeritus status will be taken by the Vice Chancellor in consultation with the relevant Head of School and Dean of the relevant faculty.