Librarian Emeritus Guidelines for Awarding Emeritus Status

The status of Librarian Emeritus is an honorary appointment made by the Chancellor upon the recommendation of the professional librarians, the Division Head, and the Dean of Libraries, and the Provost, to recognize noteworthy and meritorious contributions to the educational mission and programs of the University.

Within six months before or after retirement, each librarian who fulfills the following conditions may be considered for recommendation to emeritus status:
1. Is officially retiring/retired (permanently) from the University of Massachusetts;
2. Holds the rank of Librarian;
3. Has completed at least ten (10) years of service to the UMass Dartmouth; and
4. Has consistently maintained performance expectations of a full librarian.

Those who meet the above conditions may be nominated for emeritus status by recommendation of a majority of the professional librarians. The librarian’s Division Head will transmit the recommendation and supporting materials including a justification, citation and a current CV to the Dean of Libraries.

Librarian Emeritus Citation (200 words). The citation is a summary of the significance of the candidate's work as prepared by the nominator or Division Head. It is intended to state concisely why a candidate is recommended. The citation should address the librarian’s original contributions to the teaching, research, and service missions of the University; outstanding achievements and awards; exceptional professional service; and other noteworthy contributions.

The Dean shall forward a recommendation to the Provost by March 15th. The Provost shall review the recommendations with the Chancellor who will make the final decision and inform the librarian. In the event of a favorable decision, the Chancellor shall bestow the title of Librarian Emeritus/Emerita at the last Faculty Senate meeting of the year of librarian retirement. Emeritus status is made official by issuance of the appropriate payroll form, which effects a change in status.

Emeritus status is an honored privilege and responsibility, which may be used for professional purposes and for participation in academic convocations and events.

The rights and privileges extended to emeritus librarians shall include:
1. Listing in the University catalogue and a directory of Emeritus Professors and Librarians.
2. Privileges in the University library, including the issuance of a staff ID card.
3. Internet, E-mail and other computer access.
4. Privileges in attending the university's social, cultural, and athletic events.
5. A free parking permit upon request.

1 In exceptional circumstances, the Chancellor may confer Emeritus status on other meritorious librarians who have made extraordinary contributions to the fulfillment of the mission and programs of the University.