



Ohio Administrative Code

Rule 3342-6-19 University policy regarding emeritus status.

Effective: August 29, 2025

(A) Emeritus/emerita status may be conferred, following appropriate review and recommendation, upon faculty members and staff at the time of their official retirement from full-time employment. Emeritus status may be conferred by the board of trustees following appropriate review and recommendation by the appointing authority.

(B) Emeritus/emerita status is granted in recognition of meritorious service at Kent state university and implies demonstration of exemplary professional competence and university citizenship, generally after service of at least ten years.

(C) Emeriti shall be regarded as honored members of the university faculty or the unit from which they retired and shall be entitled to privileges and benefits as may be established by the university.

(D) The procedures for recommending emeritus status are as follows: The recommendation of emeritus/emerita status is normally initiated at the department level upon notification that a faculty or staff member intends to retire. This recommendation is submitted to the next highest administrative level in writing, and shall include a summary of reasons in support of the recommendation. Depending on the status of the individual under consideration the following procedure will be followed:

(1) Faculty and academic administrators with faculty rank.

(a) The dean or division head then submits a recommendation to the provost.

(b) The provost will then make a final recommendation regarding the granting of emeritus status, subject to approval by the president, and final confirmation by the board of trustees.

(2) Unclassified (administrative-professional) and classified staff.



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(a) The appropriate vice president then submits a recommendation to the vice president for the division of people, culture and belonging.

(b) The vice president for the division of people, culture and belonging will make a final recommendation regarding the granting of emeritus status, subject to approval by the president and final confirmation by the board of trustees.