

**MEMORANDUM**

**DATE:** August 21, 2015  
**TO:** Deans, University Libraries  
**FROM:** Gen. Perry Provest and  
Vice President for Academic Affairs



**SUBJECT:** Emeritus Status

The title of Librarian Emeritus shall be conferred on librarians who have a long term history of meritorious service to the University and have a significant record in professional performance, research and scholarship. The conferring of this title is considered an honor and will be automatically conferred on all retiring librarians.

**Eligibility**

1. The candidate must be retired from Florida Atlantic University; librarians who select to enter the State Retirement Program upon completion of these programs.
2. The candidate must have held an appointment at the rank of Librarian to meet the University's standards of performance in all areas expected at this rank.
3. At the time of retirement, a candidate shall have a minimum salary of \$40,000 annually in the professional library service, with a minimum of 10 years of service to Florida Atlantic University. Periods of leave (including, but not limited to, administrative leave), will be applied consistent with the FAU Libraries' policies.
4. The decision whether or not to award emeritus status shall be based primarily on the candidate's record of demonstrated achievement to the FAU Libraries and the University in the three areas: (1) librarianship, (2) service, and (3) research and professional endeavor.

**Procedure**

1. Nominations may be made in writing either by a professional colleague within the FAU Libraries or by the candidate and the chair shall determine nominations to the Librarian Retiring Committee.
2. The candidate is responsible to consult with the nominator to support the award according to the eligibility criteria and to provide an up-to-date curriculum vitae.



