

## Texas A&M AgriLife Research Procedures

31.08.01.A0.01 | Recommendation for Emeritus/Emerita Titles

*Approved: July 17, 1998*  
*Revised: October 27, 2000*  
*January 30, 2001*  
*October 29, 2012*



*Reviewed: September 9, 2014*

*Next Scheduled Review: September 9, 2019*

---

### **PROCEDURE STATEMENT**

---

Emeritus/Emerita titles are granted by action of The Texas A&M University System (System) Board of Regents on nomination by the Director, Texas A&M AgriLife Research (AgriLife Research). Emeritus/Emerita status for persons jointly employed by two or more members of the System requires the recommendation of each Chief Executive Officer involved. Eligibility, privileges, and responsibilities are contained in System Regulation 31.08.01, *Granting of Emeritus/Emerita Status*.

---

### **REASON FOR PROCEDURE**

---

This procedure outlines the process for granting emeritus/emmerita titles to employees of AgriLife Research.

---

### **PROCEDURES AND RESPONSIBILITIES**

---

#### 1.0 ELIGIBILITY

All faculty members who retire in good standing with the rank of Associate Professor, Professor, or Distinguished Professor may be nominated to the Board of Regents as Associate Professor Emeritus/Emerita, or Professor Emeritus/Emerita.

#### 2.0 NOMINATIONS

Nominations will include a letter of recommendation from the department head/resident director to the Director, a narrative statement that the faculty member retired or is retiring in good standing, a curriculum vitae, and, for employees jointly funded by AgriLife Research and Texas A&M University, a Recommendation for Emeritus/Emerita Status form. Forward these nominations to the Director through the Texas A&M AgriLife (AgriLife) Human Resources Office for further action.

---

### **RELATED STATUTES, POLICIES, OR REQUIREMENTS**

---

[System Policy 31.08](#), *Emeritus/Emerita Titles*

[System Regulation 31.08.01](#), *Granting of Emeritus/Emerita Status to Faculty and Staff*

---

### **CONTACT OFFICE**

---

Questions regarding this procedure should be referred to the AgriLife Human Resources Office at 979-845-2423.