# Professor Emeritus

## [1.0 Purpose](#_1.0_Purpose)

## [2.0 Scope](#_2.0_Scope)

## 3.0 Guidelines 3.1 Use of title | 3.2 Responsibilities | 3.3 Employment status | 3.4 Standard privileges | 3.5 Additional privileges | 3.6 Special privileges | 3.7 Insurance

## 4[.0 Definitions](#_5.0_Definitions)

## [5.0 Information](#_6.0_Information)

## [6.0 Related policy documents and supporting documents](#_7.0_Related_Policy)

## 1.0 Purpose

These Guidelines outline the privileges and obligations of individuals who hold the title Professors Emeritus.

## 2.0 Scope

These Guidelines apply to Professors conferred the title Professor Emeritus by Council on retirement or resignation from the University.

## 3.0 Guidelines

### 3.1 Use of title

Following conferral by Council, an individual is entitled to use the honorary title Professor Emeritus in all situations and in correspondence.

### 3.2 Responsibilities

A Professor Emeritus is not obliged to undertake any of the responsibilities of a professor of the University.

### 3.3 Employment status

A Professor Emeritus may undertake casual or fixed-term appointments with the University but is otherwise not an employee of the University and is not remunerated by the University.

### 3.4 Standard privileges

The following standard privileges are granted by the University to a Professor Emeritus upon conferral of the title:

* Shared office space with hot-desk facilities within the relevant School or Research Centre
* University computing facilities
* University email address and email access
* University Library access.

### 3.5 Additional privileges

While a Professor Emeritus is making an active contribution to the University through research or teaching activities or via associate or co-principal higher degree by research supervision or other scholarly activity the relevant Head of School/Department or Director, Research Centre / Institute may authorise their access to special equipment, office accommodation, facilities and support services.

On the recommendation of the relevant Head of School/Department or Director, Research Centre / Institute, the relevant Deputy Vice Chancellor or Group Pro Vice Chancellor may approve the following additional privileges to a Professor Emeritus while they are making an active contribution to the University:

* Free general parking privileges (confirmation of the requirement for ongoing parking privileges will be sought annually by Campus Life Parking)
* Continued access to special purpose account cost centres established during their employment with the University.

### 3.6 Special privileges

In extraordinary circumstances, the Vice Chancellor may approve any of the following special privileges to a Professor Emeritus on the recommendation of the relevant Deputy Vice Chancellor or Group Pro Vice Chancellor:

* Corporate credit card
* Access to or responsibility for management of a cost centre/s
* Definition as a staff member for the purpose of nominating a staff member for election as a member of a committee
* Responsibility for managing and supervising University staff
* Performance of the principal supervisor role for a higher degree by research candidate
* Provision of a University vehicle for personal use.

### 3.7 Insurance

The University’s professional indemnity insurance covers a Professor Emeritus while they are performing professional services under the auspices of the University.

## 4.0 Definitions

**Professor Emeritus** is an honorary title that may be awarded to eligible Professors upon retirement or resignation from the University.

**For advice and support contact** [**policy@griffith.edu.au**](mailto:policy@griffith.edu.au) **for Governance and Operational policy documents.**

## 5.0 Information

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| Title | Professor Emeritus Guidelines |
| Document number | 2023/0001043 |
| Purpose | These Guidelines outline the privileges and obligations of individuals who hold the title Professor Emeritus. |
| Audience | Staff |
| Category | Governance |
| Subcategory | Staff |
| UN Sustainable Development Goals (SDGs) | This document aligns with Sustainable Development Goal/s:  4: Quality Education |
| Approval date | 10 August 2020 |
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| Review date | 2025 |
| Policy advisor | Chief of Staff |
| Approving authority | Vice Chancellor |

## 6.0 Related Policy Documents and Supporting Documents

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| Legislation | N/A |
| Policy | [Professor Emeritus Policy](https://policies.griffith.edu.au/pdf/Professor%20Emeritus%20Policy.pdf) |
| Procedures | N/A |
| Local Protocol | N/A |
| Forms | N/A |