

## Professor Emeritus

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## 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

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
Effective date	10 August 2020
Review date	2025
Policy advisor	Chief of Staff
Approving authority	Vice Chancellor

## 6.0 Related Policy Documents and Supporting Documents

Legislation	N/A
Policy	<a href="#">Professor Emeritus Policy</a>

Procedures	N/A
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Local Protocol	N/A
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Forms	N/A
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