

Indiana, Pennsylvania 15705

**Date:** Friday, September 5, 2025

**Subject: FACULTY** Emeritus Nominations

**To:** University Faculty

Department Chairpersons College Deans

University Vice Presidents

**From:** Catherine Dugan, Chair

 Senate Academic Committee

This memo is sent to solicit nominations for emeritus status for faculty who retired in 2023-2024 or 2024-2025 (August 2023-August 2025).

**Nominations and all supporting materials** must be submitted by the departmental or administrative unit to the College Deans or Administrative Vice Presidents for their review and recommendation in **one pdf file** by **4:30PM on Friday, September 26, 2025.** College Deans or Administrative Vice Presidents then forward nominations to the Provost for review and recommendation by **4:30PM on Friday, October 10, 2025.** The Provost will review the nominations and make recommendations to the Senate Academic Committee by **4:30PM on Friday, October 31, 2025.** The Senate Academic Committee will act on the final nominees by **Tuesday,** **November 25, 2025,** for inclusion on the December Senate Agenda.

As you prepare a letter of nomination, please carefully review the criteria and, in your letter, help the committee to see how the nominee is exemplary in the required areas. A well-written letter incorporating the explanation and data helps the nominee and the committee, whilst a less detailed letter endangers acceptance and forwarding of the nomination.

The Faculty Emeritus documents attached are also available on the Senate website, http://[www.iup.edu/senate](http://www.iup.edu/senate)/committees/academic.

Please e-mail cmdugan@iup.edu, if you have any questions.

Attachments/Materials:

Faculty Emeritus Nomination Memo

Procedure and Criteria for Awarding Faculty Emeritus Status

Nomination for Faculty Emeritus Status Form