Policy Title: Emeritus Faculty Policy
Policy ID: N/A
Status: Final
Original Policy Date: 11/5/25
Last Revised: October 2025
Oversight Executive: Associate Dean for Academic and Faculty Affairs
Applies To: Retiring faculty in the School of Data Science
Publicize Policy?: Yes

Reason for Policy: The honorary rank of Emeritus Professor (or other Emeritus professorial ranks) may be conferred on retired or retiring faculty upon evidence of outstanding academic accomplishment and service to the University. The University has a comprehensive policy on the procedure that schools must follow to nominate retiring faculty for an Emeritus title. The complete University policy on Emeritus Faculty can be found here. The policy, however, is based on Schools with a department structure. This policy aims to define how the School of Data Science (SDS) performs the function of conferring the Emeritus Professor rank without a department structure, as well as clarifying the nomination process at the School level. All aspects of the University policy regarding emeritus faculty are still in effect.

Policy Statement: Upon receipt of a letter indicating a faculty member's intentions to retire, the Associate Dean for Academic and Faculty Affairs (AD) must first determine if the faculty member should be nominated for Emeritus status based on the qualifications outlined in the University policy. If so, the AD must request a copy of the most recent CV from the retiring faculty member and make it available to all faculty similarly ranked or higher in the School. A nomination to Emeritus status cannot be made without a recent copy of the faculty member's CV. The AD must then conduct a vote by all faculty similarly ranked or higher (tenured, tenure-track, and non-tenure-track) in the School on the question of whether to nominate the retiring faculty member for Emeritus status. Based on the majority results of this vote [for, against, abstain], the AD may wish to nominate the faculty member for Emeritus status. To make such a nomination, the AD must write a letter to the Dean with the following information:

- A statement explaining how the faculty member qualifies for Emeritus status based on the University policy,
- the results of the School faculty vote, and
- a clear endorsement outlining the faculty member's academic accomplishments and exemplary contributions to the School and University.

If the AD does not wish to nominate a retiring faculty member for Emeritus status, a letter to the Dean explaining the reasons for this decision must be sent. The results of the faculty vote must be discussed in this letter. The decision to nominate a faculty member for Emeritus status to the Provost rests with the Dean. The Dean should then submit the names of any retiring faculty members they deem eligible for Emeritus status to the vice provost for faculty affairs, per UVA policy. All Emeritus nominations must be approved by the Board of Visitors (BOV) by way of the provost's office.

Related Information *(include links to related University policies or other documents)*:
https://uvapolicy.virginia.edu/policy/PROV-018

Next Scheduled Review: Fall 2027
Approved by, Date: Approved by SDS Faculty 11/5/25; Approved by Dean 11/13/25
Supersedes (previous policy date): N/A