STATEMENT OF POLICY WITH REGARD TO
ACADEMIC APPOINTMENT AND TENURE

(As Amended and Approved by the Executive Committee of the Board of Trustees
on May 6, 1982, and by the Board of Trustees on June 15, 1990,
November 19, 1999, March 17, 2000, and November 21, 2009)

I. Introduction

Academic freedom is essential to the search for knowledge and its free expression. Freedom in research is fundamental to the advancement of knowledge. Freedom in teaching is fundamental to the protection of the rights of the teacher in teaching and of the student in learning. The institutional freedom of the American University of Beirut safeguards the environment in which free scholarship may flourish. Academic freedom affords distinct rights and responsibilities for faculty members and for the University.

All faculty members are entitled to freedom in research and publication, including freedom of artistic expression in visual and performing arts. Faculty members are expected to meet their responsibilities to the University, its faculties, and the student body, including: preparing for classes adequately and endeavoring to teach them competently; striving to improve their own teaching skills and performance; remaining knowledgeable with respect to new developments in their disciplines and using new scholarly work, where applicable, in their instruction; being reasonably available to advise and instruct students on matters related to their coursework and academic program; producing scholarship of high quality in their academic areas; serving the University through participation on committees; and adhering to generally accepted standards of professional conduct. Faculty members are entitled to freedom in discussing the subject being taught, but care must be taken to avoid persistently introducing controversial matters which have no relation to that subject.

A faculty member is a citizen, a member of a learned profession, and an educational officer. When speaking or writing as a citizen, a faculty member should be free from institutional censorship, but the special position of the teacher in the community carries special obligations. As a scholar and an educational officer, faculty members should remember that the public may judge their profession and the University by their remarks. Hence, faculty members at all times should be accurate, should exercise appropriate restraint, and should show respect for the opinion of others and for the established policy of the University. Faculty members should also indicate that they are not speaking on behalf of the institution unless they have been specifically authorized by University officials to do so.

The basic principles of academic freedom transcend the advent of electronic and digital communication as well as future changes in the methods by which information is obtained and disseminated, the means of storing and retrieving such information, and the ways in which professors teach and students learn.
The University, as an institution of higher learning, must be free of outside pressures and control. At the same time, it has an obligation to refrain from any interference in affairs outside its academic jurisdiction, and specifically from any attempt to exercise political influence. In fulfilling this obligation, the American University of Beirut and all who are associated with it should recognize and take account of the unusual need for tact and restraint arising from the University's unique position in Lebanon and the Middle East.

The University traditionally stands not only for academic study and intellectual development, but also for high ideals of character. Members of the academic and administrative staff are expected to conduct themselves in a manner which will set a good example to the University community and hold before it the high intellectual and moral standards which the University strives to maintain.

II. General Provisions

1. The faculty of the University consists of the President, the Academic Officers, the Professors, Associate Professors, Assistant Professors, Professors of Public Health Practice, Executives in Residence, Adjunct Professors, Senior Lecturers, Lecturers, Instructors, Visiting Faculty, and Clinical Faculty.

2. Tenure appointment is limited to Professors, and, in exceptional cases, Associate Professors serving on a full-time basis, and is attained by election by the Board of Trustees upon the recommendation of the President.

III. Appointment, Reappointment, and Promotion

Preamble

The faculty members of the American University of Beirut (AUB) have a responsibility to their academic disciplines, to the University, and to the community to strive for superior intellectual, aesthetic, or creative achievement in accordance with the mission of the University. AUB faculty members are expected to conduct their work with honesty, integrity, and objectivity. Full engagement in the objective assessment of colleagues at times of promotion and reappointment, with the aim of achieving ever higher levels of excellence, is one of the most critical responsibilities of all members of the University faculty.

The University is committed to providing its faculty members with an environment that supports the educational mission of the University. When being considered for promotion, faculty members shall be evaluated in the following areas and judged according to the following criteria: research, teaching, and service to the University and the broader community. Research and teaching will generally be given greater weight than service.

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1 Tenure was suspended by the Board of Trustees in 1985. Therefore the portions of this Policy that address tenure are also suspended.
1. A new appointment to the professorial ranks shall only be made after an international search. Cases for appointment, reappointment, or promotion shall normally be initiated in writing by individual faculty members and/or the Department, and be submitted for consideration by the Dean and the Faculty Advisory Committee. The Dean's recommendation shall thereafter be submitted to the Provost. The Provost shall then transmit the entire case, along with the Provost’s recommendation, to the President. Appointments to the rank of Assistant Professor, and subsequent reappointment, shall be made by the Provost. Appointment to the ranks of Associate Professor and Professor, or promotion to these ranks, shall be made by the Board of Trustees, upon recommendation by the President. Reappointments to these ranks shall be made by the Provost with the approval of the President. The foregoing procedure shall apply also to Clinical faculty. Normally, candidates for Associate Professor and Professor may only apply for promotion at most twice.

2. Assistant Professors shall normally be appointed for an initial period of four years, renewable for a second term of three years. They shall be normally considered for promotion no later than the seventh year of service in rank, but outstanding merit may lead to earlier promotion. In considering Assistant Professors for promotion or further appointment, the University, without being bound by any rule of equivalence, may take into account the academic record of candidates and their service to other institutions. They shall be notified not later than June 30th of the sixth year of cumulative service in rank at the University, that unless promoted by the end of the seventh year to the rank of Associate Professor, the eighth year of appointment as Assistant Professor shall be terminal. However, at the discretion of the Provost and upon the recommendation of the Department and the Dean, the individuals concerned may be appointed to a new position with a one-year contract. Individuals engaged under such a contract may retain their Assistant Professor title, but they will have been removed from the University’s promotion cycle and cannot subsequently apply for promotion. Such an appointment carries no long-term obligation by the University. The Departments and Deans of the Faculty are expected to reevaluate the vacant lines annually in terms of the priorities and needs of the Departments, with a possibility that the lines could be re-allocated.

3. Associate Professors shall normally be appointed for an initial period of seven years, renewable for a second term of three years, though the university in its discretion may enter into contracts of a shorter term. Associate Professors must apply again for promotion no later than the seventh year of service in rank. If appointed to a subsequent term of three years, they must apply for promotion no later than the tenth year in rank. Outstanding merit may lead to earlier promotion. In considering Associate Professors for promotion or further appointment, the University, without being bound by any rule of equivalence, may take into account the academic record of candidates and their service in other institutions. In case of reappointment at the same rank, Associate Professors shall be notified not later than June 30 of the ninth year of cumulative service in this rank at the University, that unless promoted to the rank of Professor or given tenure by the end of the tenth year, the eleventh year of appointment as Associate Professor shall be terminal. However, at the discretion of the President and upon the recommendation of the Provost and the Dean, the individuals concerned may be appointed to a new position with a one-year contract. Individuals engaged under such a contract may retain their Associate Professor title, but they will have been removed from the University’s promotion cycle and cannot
subsequently apply for promotion. Such an appointment carries no long-term obligation by the University. The Departments and Deans of the Faculty are expected to reevaluate the vacant lines annually in terms of the priorities and needs of the Departments, with a possibility that the lines could be re-allocated.

4. Full Professors shall normally be appointed for an initial period of seven years, renewable subsequently for periods of three, seven, or ten years at the recommendation of the Dean and Provost. At the discretion of the President and upon the recommendation of the Provost and the Dean, individuals may be appointed to a new position with a one-year contract. Individuals engaged under such a contract may retain their Professor title, but such an appointment carries no long-term obligation by the University.

5. Individuals in non-Professorial ranks may be appointed or reappointed by the Provost for one or more semesters, or other short periods, upon the recommendation of the Dean.

6. Individuals may be appointed as Visiting Assistant Professor, Visiting Associate Professor, or Visiting Professor for specific terms, normally for a period not exceeding two years which can be extended at the recommendation of the Chair and Dean. Appointment to these ranks is made by the Provost at the recommendation of the Dean. Change from Visiting to regular Professorial status shall be considered a new appointment and is thus subject to the procedures stated in Section III.1 above. In the event of change from Visiting to regular Professorial status, the period of status as a Visiting Professor will be considered toward cumulative service for purposes of eligibility for promotion.

7. Ranks such as Postdoctoral Fellow, Research Associate, Associate,Preceptor Associate, Instructor of Public Health Practice, Assistant Instructor, Senior Research Assistant, and Research Assistant are reserved for individuals participating in supervised teaching, institutional, or research programs on either a part time or a full time basis. Appointment to these ranks is made by the Dean upon the recommendation of the relevant Department Chair or Convener.

8. Faculty leaves of all ranks, with or without pay, shall count as part of the cumulative years of service for purposes of eligibility for promotion. The cumulative service periods governing consideration for promotion may be extended on a case-by-case basis for those claiming a dispensation on the ground of disability or humanitarian leave. The cumulative service period governing consideration for promotion shall automatically be extended for the duration of maternity leave, unless a request to the contrary is made by the faculty member under consideration.

9. The freeze on the granting of tenure, as decided by the Board of Trustees in 1985, is maintained until an appropriate time to be determined by the Board of Trustees.

10. Faculty members promoted to the rank of Associate Professor or Professor, who, in the opinion of the University, have met the academic qualifications of outstanding performance and potential in research and continued excellence in teaching, will be awarded long-term contracts. Long-term contracts will only be granted in academic positions which are a continuing and essential part of the University’s regular
programs; hence, a long-term contract applies only to the position specified and represents no right or claim to other positions in the University should the long-term contract position be abolished by reason of changes in the academic programs of the University. In making its decisions with respect to long-term contracts, the University adheres to its policy of equal employment opportunity as described in the Policy Against Discrimination and Harassment. Long-term contracts are not normally granted for administrative assignments or for services funded from contracts, grants, or other specified sources. The privilege of a long-term contract may be revoked by reason of force majeure or for adequate legal cause, and as provided in the faculty member’s letter of appointment.

IV. Principles Covering Tenure

A. Definition

Tenure is a positive act, a recognition by the University of meritorious achievements. It is a privilege granted by the University to faculty members to hold, subject to Section IV D 1 below, an academic position until retirement pursuant to applicable University regulations, without being subject to periodic contract review. It is not a rank or a corollary of a rank, and it does not confer entitlement to a position. Faculty members in the rank of Professor and, exceptionally, faculty members in the rank of Associate Professor, may be considered for grant of tenure.

B. Criteria

1. The University grants tenure to a faculty member who, in its opinion, has met the academic qualifications of continuing research of scholarly recognition and of excellence in teaching, whose service is essential to the continuity of the academic program of the Department concerned, and whose service to the University and its community is proven. In making its decisions with respect to tenure, the University adheres to its policy of equal employment opportunity, as elaborated in the Policy Against Discrimination and Harassment (Section 1, General Principles).

2. Faculty members may be tenured and remain tenured only in academic positions which are a continuing part of the University's regular programs; hence, tenure applies only to the position specified and represents no right or claim to other positions in the University should the tenured position be abolished by reason of changes in the academic programs of the University. The University grants tenure to faculty members with the expectation that they will continue to perform at or above the standards set by the Faculty and the University.

3. Tenure is not granted for administrative assignments or for services funded from contracts, grants, or other special sources.

\[1\] So long as the award of tenure is suspended by decision of the Board of Trustees, Section IV is suspended.
C. Procedures in the Award of Tenure

1. Proposals for tenure appointments shall normally be made in writing by the Department and submitted for consideration by the Dean and the Dean's Advisory Committee. The recommendations of the Dean and the Advisory Committee shall be transmitted to the President. The President shall discuss all recommendations for tenure appointment with the Board of Deans and shall submit the recommendations of the Board of Deans, together with the President's recommendations, to the Board of Trustees, which will make all final decisions.

2. In exceptional cases, an Associate Professor can be recommended for a tenure appointment before promotion to Professor is considered. Promotion to the rank of Professor, and the award of tenure, may be considered simultaneously, subject to University regulations.

3. The following principles govern the award of tenure in cases of initial appointments in the ranks of Professor and Associate Professor:

   a. When a first appointment to the faculty is in the rank of Professor, the appointment may be made either with tenure or for a specific period that may be renewed or extended. Tenure may be granted subsequent to the initial appointment. Notice of non-renewal of appointment should be given at least twelve months before the expiration of the contract.

   b. When a first appointment to the faculty is in the rank of Associate Professor, this appointment is normally for a 3-year period, but may be renewed for another three years. The service of the appointee shall then terminate, unless the appointee is promoted to the rank of Professor or granted tenure. Notice of non-renewal of appointment should be given as set forth in Section III above.

D. Termination of Tenure

1. The privilege of a tenured position may be revoked by reason of force majeure or for adequate cause (see, for example, Section IV.B.2 above) and expires in any event upon retirement.

2. Before a faculty member with tenure is removed from a Professorship for cause, the faculty member shall receive from the President of the University a written statement of the reasons for the proposed removal and shall be entitled to a hearing before a committee of the Senate of the University appointed by the Senate for such purpose. After such hearing, the Hearing Committee shall report its opinion, with a full written statement of the reasons on which such opinion is based, to the President. The President shall then submit the matter to the Board of Trustees, and a committee thereof, appointed by the Board for such purpose, shall review the findings, at which time the faculty member shall have a right to appear before that committee and be heard. That committee shall make its recommendations to the Board of Trustees whose decision shall be final and binding. At all times, the faculty member's position may be presented to the Hearing Committee as the faculty member chooses, within limits of reasonable action and at no expense to the University.
V. Grievance Procedure

In order to ensure the integrity of its operations and the appropriate application of its policies and procedures, the University maintains appropriate means (“Grievance Procedures”) by which members of the AUB community who believe themselves to be aggrieved may obtain consideration and, where warranted, redress of their grievances. Faculty seeking to file a grievance are advised to read the introduction to the Grievance Policy and Procedures (http://www.aub.edu.lb/pnp/generaluniversitypolicies/Documents/InstitutionalIntegrityPolicy/GrievancePolicy/GrievancePolicy.pdf) in addition to the section on Faculty Grievances.

VI. Effective Date

The policies and procedures of this Statement and of the Addenda to it became effective as of November 21, 2009, and continue in effect until amended or revoked by the Board of Trustees, except that Section IV with respect to tenure remains suspended pursuant to the decision of the Board of Trustees.

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2 This Grievance Procedure applies to cases other than those involving termination of tenure or early termination of long term contracts, both of which are governed by the procedures set forth in Section IV D above. The Grievance policy procedures are effective on November 18, 2012, and shall continue in effect until amended or revoked by the Board of Trustees.
ADDENDUM I
TO THE
STATEMENT OF POLICY WITH REGARD TO
ACADEMIC APPOINTMENT AND TENURE

(This Addendum pertaining to long-term contracts has been deleted, as the procedures herein
have been incorporated into the Policy.)
ADDENDUM II
TO THE
STATEMENT OF POLICY WITH REGARD TO
ACADEMIC APPOINTMENT AND TENURE

(As Adopted by the Board of Trustees on June 19, 1998 and Confirmed on November 21, 2009)

I. Performance Reviews

1. Rigorous periodic performance reviews prior to the expiration of a contract term should be applied to all untenured faculty members. The University has full discretion to decide whether or not employment should be offered anew. Consideration for reappointment should be based on criteria established by each Faculty and approved by the Board of Deans.

2. Performance reviews apply to tenured faculty members, but only at the discretion of the President.

II. Criteria for Reappointment of Full-Time Faculty Members

1. The decision whether to reappoint full-time faculty members should be based on the following criteria:

   a. Teaching effectiveness as established by the Faculty and University criteria.

   b. Research output (including the quality and quantity of internationally refereed articles, proceedings, chapters in books, and books).

   c. Service and contribution to the development of the Faculty and the University, e.g., committees, administrative duties, developmental activities, and other contributions.

   d. The state of health of faculty members inasmuch as it relates to hindering the effective discharge of their duties. This matter will be decided by a group of medical specialists appointed by the University.

   e. Service to the community, e.g., workshops, training activities, public lectures, public services, extension type activities.

2. The above criteria are not to be equally weighted, but teaching and research are to be assigned greater weights than the other criteria. In addition, evaluation may also be based on functions that are specific and relevant to duties in a particular Faculty, such as the Faculty of Medicine.

III. Voting on Reappointment

Voting on reappointment of full-time and Clinical faculty members of a given rank will only be by faculty of a higher rank in the case of Assistant and Associate Professors, and
of equal rank in the case of Professors. Visiting faculty members shall not be eligible to vote.
ADDENDUM III
TO THE
STATEMENT OF POLICY WITH REGARD TO
FACULTY PROMOTION TO THE RANKS OF
ASSOCIATE PROFESSOR AND PROFESSOR

(Approved by the Board of Deans at Its Meeting of May 3, 1995, the Board of Trustees Academic Committee on November 15, 1995, and Amended by the Board of Trustees on November 16, 1996, on June 19, 1998, on June 15, 2001, and on November 21, 2009)

I. Procedure

1. All full-time and Clinical faculty members should be informed by the Chair of the Department and by the Dean concerned about deadlines for submission of applications for promotion.

2. Applicants are required to submit to the Chair of the Department, with a copy to the Dean, a letter of application for promotion, a CV, a list of referees from outside the University, and all publications.

3. The Chair of the Department, in consultation with the Dean, will appoint a promotion committee of at least three faculty members. If the Chair is an applicant, the most senior member in the Department, in consultation with the Dean, will appoint the promotion committee. The promotion committee will receive the candidate’s file and, on thorough consideration of submitted materials, shall compile a recommendation, either positive or negative, regarding promotion.

4. The complete confidential file (including the CV of the candidate, referees' responses, copies of publications, and the report of the promotion committee) will be placed in the Dean's Office for study by departmental members eligible to vote on the case. Following the Departmental vote, the Chair of the Department or Track Convener will write a separate commentary on the case, and the complete confidential file, including the recommendation of the Chair, will be placed in the Dean's Office for study by members of the Faculty Advisory Committee.

5. The Dean will transmit to the Provost the confidential file along with the Dean’s written recommendation, for consideration by the academic Deans.

6. The academic Deans shall vote on promotion cases, the results of which will be transmitted, along with the confidential file and the written recommendations of the Dean and the Provost, to the President. Files of all candidates will be referred to the President.

7. All applicants who have not been promoted shall be informed by the Dean in writing about the outcome of their applications within one month after decisions on promotions have been taken by the Board of Trustees.
II. Ethics Governing Appointment of Personnel

The academic appointment of relatives (parents, brothers and sisters, spouse, in-laws, and children) in the same organizational unit (department/track, administrative unit or office, institute, or program) is normally not allowed. Exceptions can only be granted by the President upon the recommendation of the Dean and the Provost.

The election of relatives to the same advisory committee and the Senate is not allowed. Officers of the University, including directors and heads of administrative units and chairs of academic departments, shall not appoint relatives in their respective areas of responsibility.

III. Confidentiality

Discussions of personnel matters related to appointment, reappointment, academic leave, academic review, and promotion conducted at any level in the University—whether in the department/track, the Dean's advisory committee, the Board of Deans, or any other committee, including the Board of Trustees, are strictly confidential.

IV. Eligibility and Voting

1. A voting faculty member, Dean, or Vice President cannot vote more than once on a specific case of promotion. Normally, voting occurs at the lowest level of procedural deliberation.

2. Full-time and Clinical faculty members of equal or higher rank than the rank for which the candidate is applying, in the case of Associate Professors, and of equal rank in the case of Professors, are eligible to vote. Chairs, if not candidates, shall express, in writing, their views independently. If the Department has insufficient faculty members eligible to vote, the Dean should form a committee composed of faculty members in closely related disciplines. At the discretion of the Dean, the same consultation procedures may be applied to other cases of promotion. Visiting faculty members are not eligible to participate in the evaluation and voting process. Voting will take place during a meeting held for the eligible voting members of the academic unit concerned.

3. Voting by the Faculty Advisory Committee shall take place in a meeting chaired by the Dean, the result of which should be included, along with the Departmental vote, in the Dean’s recommendation to the Provost.

4. Voting by the academic Deans shall take place during a meeting convened by the Provost to consider promotion cases.

5. If Chairs are candidates, their functions in this respect will be carried out by one of the senior members of their Department.

6. Normally, during their initial appointments, faculty members should spend a minimum of one year at the University before being eligible to apply for promotion in the course of the second year in residence at AUB, in accordance with the University's
faculty promotion schedule. This is so that all concerned can evaluate the individuals' contributions to teaching and research in the setting of AUB itself.
ADDENDUM IV
TO THE
STATEMENT OF POLICY WITH REGARD TO
ACADEMIC APPOINTMENT AND TENURE

(As Adopted by the Board of Trustees on June 19, 1998 and Confirmed on November 21, 2009)

Benefits Relating to Full-Time Regular Academic Personnel
Resulting from the Uncapping of Retirement Age

1. No benefits, other than pension, will be given to those who leave or voluntarily resign from the University before reaching age sixty, or before completing thirty years of cumulative active service at the University.

2. Those who are sixty or over and who have had twenty years of cumulative service with the last five years in continuous active service at the University, or those who are not yet sixty, but have completed thirty years of cumulative service with the last five years in continuous active service, who leave or voluntarily resign from the University, will have regular HIP and educational benefits extended to them according to the then applicable policies, rules, and regulations.

3. Faculty members who, after the effective date of this amendment, leave or voluntarily resign from the University and who meet the requirements of paragraph 2 above, may be rehired on a part-time basis, as defined by the University, after a break in service of two years after leaving the University.
ADDENDUM V
TO THE
STATEMENT OF POLICY WITH REGARD TO
ACADEMIC APPOINTMENT AND TENURE

(This Addendum pertaining to assistant professors on contract prior to July 1, 1998 has been deleted.)
ADDENDUM VI
TO THE
STATEMENT OF POLICY WITH REGARD
TO ACADEMIC APPOINTMENT AND TENURE
(FACULTY OF MEDICINE)

(Approved by the Board of Trustees on March 19, 1999 and Confirmed on November 21, 2009)

I. Full-time faculty members in the departments of Biochemistry, Human Morphology, Microbiology and Immunology, Pharmacology, and Physiology will be subject to the “Statement of Policy with Regard to Academic Appointment and Tenure as approved by the Board of Trustees on June 19, 1998” and amended on successive dates after this point of time.

II. Faculty members with appointments in the Clinical departments listed in the Bylaws of the Faculty of Medicine may hold one of the following titles:

Category A: Assistant Professor, Associate Professor, or Professor.

Category B: Assistant Professor of Clinical (specialty), or Associate Professor of Clinical (specialty), or Professor of Clinical (specialty).

Geographic Full Time appointments shall hold ranks under Category B.

Category C: Clinical Assistant Professor, Clinical Associate Professor, or Clinical Professor.

III. Promotion, Appointment, or Non-Appointment of Faculty Members

1. Assistant Professors in one of the three above categories (II A, B, C) shall be considered for promotion no later than the seventh year of cumulative service in rank, but outstanding merit may lead to earlier promotion. However, if they are not promoted to the rank of Associate Professor, the eighth year shall be terminal.

Associate Professors in any of the above two categories (II A, B) shall be considered for promotion no later than the tenth year of cumulative service in rank, but outstanding merit may lead to earlier promotion. However, if they are not promoted to the corresponding rank of Professor before the end of the eleventh year of cumulative service in the rank, their contracts will be terminated or they may be offered a 1 or 3-year contract in the rank of Associate Professor of Clinical (specialty to be defined) in the Geographic Full Time (Category B), with no eligibility for
promotion to the corresponding rank of Professor and no voting rights with regard to appointment, non-appointment, and promotion of faculty members.

Furthermore, if Associate Professors in any of the above two categories (II A, B) are promoted to the corresponding rank of Professor after eight years of cumulative service in rank, they shall no longer be eligible for a Long Term Contract.

2. Clinical Associate Professors shall be considered for promotion to the rank of Clinical Professor no later than the tenth year of cumulative service in rank, but outstanding merit may lead to earlier promotion. However, if they are not promoted to the rank of Clinical Professor before the end of the eleventh year of cumulative service in rank, they shall no longer be eligible for promotion to this rank. Thereafter, they will have no voting rights with regard to appointment, non-appointment, and promotion of faculty members, and their contracts will be terminated, or they may be offered to join the Geographic Full Time category, or they may be offered a 1-year letter of appointment.

3. Associate Professors in Categories II A, B, and C who have been in rank for ten years or more of cumulative years of service, will be granted an additional two years during which they prepare for promotion to the corresponding rank of Professor; however, if at the end of the additional two years they are not promoted, their appointment may be terminated, they may be offered the opportunity to join the Geographic Full Time category, or they may be offered a 1-year letter of appointment. Thereafter, they will have no voting rights with regard to appointment, non-appointment, and promotion of faculty members.

4. The total years of service in rank for appointees in all of the above three categories (II A, B, C) shall be computed on the basis of cumulative years of service in rank and in accordance with Section III 13 of the main policy referred to in I of this Addendum.
ADDENDUM VII

POLICY ON EMERITUS STATUS

(Approved by the Board of Trustees on March 19, 1999 and Confirmed on November 21, 2009)

1. a. Full-time faculty of the rank of Professor and Clinical Professor in the Faculty of Medicine, and Academic Administrative Officers of the University such as the Vice Presidents and Deans, who have completed a period of no less than ten years of cumulative service to AUB and who have exemplified high standards in teaching, research, and service, will be eligible for Emeritus status.

   b. The status of Emeritus President will be granted by the Board of Trustees.

   c. Academic Administrative Officers who have held an academic appointment in the rank of Professor and have retired in the administrative position are likewise eligible.

   d. Appointment to Emeritus status can only be made after termination of the candidate’s contractual agreement with the University and after a lapse of at least one year.

2. Privileges

   In addition to the benefits to which retirees are entitled in accordance with University personnel policy, emeritus status accords its holders the following special privileges:

   a. Issuance of a University identity card
   b. Listing in the University Catalogue and in faculty lists
   c. Use of University libraries
   d. Participation in academic processions
   e. Use of certain University facilities upon special permission of the President

3. Names of eligible candidates for Emeritus status will be forwarded by the Director of Personnel to the Dean, who, after consultation with the academic unit concerned and the Advisory Committee, will make a recommendation to the Board of Deans for transmission to the President.

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