

PROFESSORS EMERITI

HANDBOOK

Revised 2020

PROFESSORS EMERITI HANDBOOK
Florida Institute of Technology
(Revised February 2020)

PREFACE

This handbook is a supplement to the Florida Institute of Technology Faculty Handbook (<https://www.fit.edu/policies/faculty/>) and is intended for the use of professors emeriti. It lists the privileges granted by Florida Tech and describes the professors emeriti organization, established to provide a formal mechanism by which the retired professor can continue to contribute to the growth and development of the university. A retired Florida Tech faculty member who meets requirements listed in the Faculty Handbook is granted emeritus status.

I. PRIVILEGES TO WHICH PROFESSORS EMERITI ARE ENTITLED

In recognition of their long and distinguished service, each emeritus is entitled to specific privileges. For many of these items, action by the professor emeritus is required to initiate the privilege, while others are automatic. Privileges granted are subject to change at the discretion of the university administration.

1—Identification Cards

The Florida Tech identification card (ID) serves as the emeritus ID. A list of professors emeriti is available through the Office of Human Resources. It is not necessary to renew the ID annually.

2—Library

Full faculty library privileges are afforded upon presentation/input of the ID card/TRACKS.

3—On-Campus Parking

A free permanent parking permit will be issued by the Office of Security upon presentation of the ID card. This permit is for personal emeritus use only.

4—Athletic Events

Free admission to athletic events will be granted on the same basis as current full-time faculty upon presentation of the ID card.

5—Inclusion in University Publications' Faculty Listing

In the university catalog and on Florida Tech web pages, professors emeriti will be listed individually in the academic unit faculty listing and as part of the group.

6—Receipt of University Publications

Professors emeriti will receive Florida Tech’s alumni magazines and other university-wide publications routinely sent to faculty or alumni. Publications appropriate to current employees only may not be available. Requests for college or academic unit publications may be made to the appropriate college and/or academic unit.

7—Bookstore

A 10% faculty discount on appropriate purchases is available upon presentation of the ID card.

8—Email and Other Information Technology (IT) Services

Each professor emeritus may have an email account through a campus @fit.edu address. Please contact the Office of Information Technology for information on setting up and maintaining the account, as well as other IT services that may be available.

9—Copy Center Services

Copy Center services, including business cards with the designation “Professor Emeritus,” are available at a 10% discount.

10—Medical Insurance

Information on options available for a retiree to continue health insurance coverage through Florida Tech may be obtained from the employee benefits coordinator at the Office of Human Resources.

11—Clemente Center

Professors emeriti are granted the same privileges as current full-time faculty members at the Florida Tech Clemente Center. There is a nominal monthly usage fee.

12—Attendance at Florida Tech Events

Professors emeriti are invited to university events on the same basis as current full-time faculty.

13—Professor Emeriti Events

Currently, the professors emeriti have a luncheon/business meeting, hosted by the university president, each academic semester. Social events at no cost include the President’s Faculty Reception in August, the annual picnic, Homecoming (although many of the homecoming

events are free, some may have fees), the Honors Convocation and the reception for newly retired professors emeriti in late spring. Members are encouraged to attend these events to maintain and renew close relationships with fellow faculty.

14—Food Services

All food services are available to emeriti faculty at the same rate as full-time faculty.

II. PROFESSORS EMERITI ORGANIZATION

The Professors Emeriti of Florida Institute of Technology is a duly constituted organization of Florida Institute of Technology. Participation in the organization's activities is not a requirement for maintaining professor emeritus status.

The following charter and bylaws describe the purpose and operation of the organization. Professors emeriti are requested to vote every spring term on the officers of the organization.

III. CHARTER

PREAMBLE:

Having served Florida Institute of Technology for many years as active professors, the professors emeriti may wish to continue to contribute to the growth of academic excellence of the university. To provide a formal means of coordinating their contributions, this organization is formed. The name of the organization shall be **PROFESSORS EMERITI OF FLORIDA INSTITUTE OF TECHNOLOGY (FLORIDA TECH)**.

ROLE

The primary role of the organization shall be to promote ongoing involvement between Florida Tech and its professor emeritus faculty. In furtherance of this goal, the following are some suggested ways to support Florida Tech faculty and administration:

- Recognize the achievements of the students, faculty and staff, for example, by attendance at honors convocations, awards ceremonies, graduation activities and faculty promotion receptions.
- Recruit faculty and students.
- Provide a source of membership on university committees as requested and maintain connections with alumni by attending homecoming activities.

IV. BYLAWS OF THE PROFESSORS EMERITI OF FLORIDA INSTITUTE OF TECHNOLOGY

ARTICLE I: IDENTITY

These are the BYLAWS of the organization of Professors Emeriti of Florida Institute of Technology. Hereinafter in this document the organization may be referred to as EMERITI and the university as Florida Tech.

1.1 The EMERITI is a duly approved entity of Florida Tech.

ARTICLE II: PURPOSE

2.1 The retirees, having served many years as active faculty, may wish to continue to contribute to the growth of academic excellence of Florida Tech. EMERITI of Florida Tech provides a formal means of coordinating their activities.

ARTICLE III: MEMBERSHIP

3.1 Membership shall be open to those former Florida Tech faculty who have achieved professor emeritus status as determined by the Florida Tech Faculty Handbook.

ARTICLE IV: RULES, REGULATIONS AND REPORTING

4.1 EMERITI functions under the auspices of the senior academic officer.

4.2 EMERITI is subject to the rules and regulations of Florida Tech.

ARTICLE V: OFFICERS, COMMITTEES AND DUTIES

5.1 There shall be a president, a president-elect and a secretary whose terms of office will be one year. The president-elect shall become president upon completion of the president's term. The president shall become the past president. The president-elect and secretary will be elected every spring by a majority of the voting members responding. Officers will assume their duties at the end of the spring term.

5.2 There shall be an executive committee, composed of the president, the president-elect, the secretary and the past president. The executive committee will also have a representative from the Florida Tech senior academic office and the president of the Faculty Senate as ex-officio members. Other university officials will be invited as needed.

5.3 The president-elect shall be responsible for programs.

5.4 The president shall preside at all EMERITI functions and act as liaison to the Faculty Senate as a nonvoting member.

5.5 The secretary shall manage communications and the website.

ARTICLE VI: MEETINGS

6.1 The executive committee shall meet monthly, as needed to transact business.

6.2 There shall be two (2) formal meetings of programs for the membership annually.

ARTICLE VII: AMENDMENTS

7.1 These BYLAWS may be amended by a majority vote of the members responding.

7.2 All original documents are retained in the University Archives.

7.3 These BYLAWS were revised in fall 2019/spring 2020 and approved by a majority of the members by an email vote in February 2020.

