

Honorary Academic Titles Procedure

Contents

Purpose.....	1
Applicable governance instruments.....	1
Procedure	1
1. Honorary Academic Title for Former Professorial Staff	1
2. Honorary Academic Title for Current Professorial Staff.....	2
Versions	3

Purpose

This procedure establishes the University’s processes for the nomination and conferral of honorary academic titles to former and current professorial staff.

Applicable governance instruments

Instrument	Section	Principles
Academic Promotions, Honorary and Adjunct Titles Policy	2. Academic Honorary and Adjunct Titles	2.1, 2.3-2.4

Procedure

1. Honorary Academic Title for Former Professorial Staff

1.1. *Conferral of Title of Professor Emerita or Professor Emeritus*

The University Council, on the recommendation of the Ceremonial and Honorary Degrees Committee (CHDC), may confer the title of Professor Emerita or Professor Emeritus on a professor of the University on or after their resignation or retirement, in recognition of their exceptional and outstanding services to the University of Tasmania (including services to a predecessor institution) prior to leaving.

Conferees may indicate a preference to be designated either Professor Emerita or Professor Emeritus.

In considering whether a professor shall receive the title of Professor Emerita/Emeritus, the Council shall take into account services rendered to any one or both of the University of Tasmania (whether before or after the repeal of the Tasmanian University Act, 1951) and the Council of Advanced Education.

Professors Emeritae/Emeriti of the University include:

- any person on whom the title was conferred by the predecessors in title of the University;
- any person on whom that title is conferred under any preceding Ordinance; or
- any person on whom the title Distinguished Professor Emerita/Emeritus is conferred under the Academic Promotions, Honorary and Adjunct Titles Policy and this Procedure.

Council may confer the title Distinguished Professor Emerita/Distinguished Professor Emeritus on a professor of the University who is, at the time of their resignation or retirement, a Distinguished Professor.

Professors Emeritae/Emeriti wishing to make an ongoing contribution to the University's learning and teaching, or research activities may seek separate appointment as an Adjunct Professor or Adjunct Clinical Professor through the relevant School or College.

1.2. *Nomination for Professor Emerita/Professor Emeritus*

Nominations should be made:

- within a year prior to the professor's resignation or retirement date; or
- no later than two years after the professor's resignation or retirement date.

Nominations for Professors Emeritae/Emeriti comprise:

- a Contextual Statement from the nominator outlining the grounds on which the nomination is made, citing the reasons why the individual and their outstanding leadership, service and contributions to the University of Tasmania are worthy of such eminent recognition by the University Council;
- a letter/memo of endorsement by the Executive Dean, or the Head of Division or University College
- a current curriculum vitae for the nominee;
- a draft Ceremonial and Honorary Degrees Committee paper from the Vice-Chancellor recommending that the Committee endorse the nomination.

Nominations are submitted to the Office of the Provost via Honorary.Titles.Admin@utas.edu.au in sufficient time to receive clearance for referral by the Vice-Chancellor to the next Ceremonial and Honorary Degrees Committee meeting which usually occurs twice each year. Endorsed nominations will be referred to the next University Council meeting for consideration.

The Chancellor will notify successful nominees of their conferral and copy the notification to the relevant Executive Dean/Head of Division and People and Wellbeing.

1.3. *Being a Professor Emerita/Professor Emeritus*

A Professor Emerita/Professor Emeritus or Distinguished Professor Emerita/Distinguished Professor Emeritus is, for all purposes of courtesy and on ceremonial occasions, to be regarded as a professor of the University.

The title Professor Emerita/Professor Emeritus does not confer any entitlements or place any obligations upon the holder.

1.4. *Revocation of Title*

Council may, on the recommendation of the Ceremonial and Honorary Degrees Committee, revoke the conferred title if deemed necessary to protect the integrity of the award, for example, if the recipient behaves in a manner that is contrary to the University's values.

2. **Honorary Academic Title for Current Professorial Staff**

2.1. *Conferral of the title of Distinguished Professor.*

Conferral of the title of Distinguished Professor is under review.

Previously the title 'Distinguished Professor' was conferred by the University Council on eminent University of Tasmania professors who were:

- current members of staff;
- of exceptional distinction; and
- had made an outstanding and sustained contribution in their field/discipline and to the University.

Distinguished Professor titles conferred before 13 December 2013 will be retained until the Distinguished Professor retires or resigns from the University of Tasmania.

Distinguished Professor titles conferred after 13 December 2013 were awarded for a fixed term, normally five years and the University Council may renew the title for a further term/s on the advice of the Vice-Chancellor.

The title of Distinguished Professor lapses immediately on the title holder's retirement or resignation from the University of Tasmania, however, should a Distinguished Professor be subsequently conferred the title of Distinguished Professor Emerita/Distinguished Professor Emeritus, the designation is for life.

2.2. *Revocation of Title*

Council may, on the recommendation of the Ceremonial and Honorary Degrees Committee, revoke the conferred title if deemed necessary to protect the integrity of the award, for example, if the recipient behaves in a manner that is contrary to the University's values.

Versions

Version	Action	Approval Authority	Responsible Officer/s	Approval Date
1	Approved	Provost	Provost	21 February 2021