



DEPARTMENT OF THE NAVY

UNITED STATES NAVAL ACADEMY

121 BLAKE ROAD

ANNAPOLIS, MARYLAND 21402-5000

USNAINST 5060.5E  
2/ADF

27 APR 2007

USNA INSTRUCTION 5060.5E

From: Superintendent

Subj: HONORARY TITLE OF PROFESSOR EMERITUS

Ref: (a) USNAINST 5230.1  
(b) USNA/AACINST 5530.2A  
(c) USNA/AACINST 5512.6C  
(d) USNAINST 11100.7  
(e) USNAINST 11107.2

1. Purpose. To publish the criteria, objectives, and procedures relevant to the conferring of the honorary title and to define the rights and privileges of Professor Emeritus.

2. Cancellation. USNAINST 5060.5D

3. Background. An honorary title, which will consist of one's academic rank followed by the work "Emeritus," may be conferred on a civilian member of the faculty upon retirement. The title is conferred by the Secretary of the Navy based upon the recommendation of the Superintendent and the Academic Dean and Provost in recognition of distinguished service to the United States Naval Academy above and beyond the normal requirements of duty.

4. Guidelines for the Award of the Emeritus Title

a. Normally, faculty will not be considered for emeritus status until after they have retired. The emeritus rank will not normally be awarded until at least one year after the faculty member has retired.

b. Specific requirements in consideration for the award. To be eligible for the emeritus status, the retiree's career must normally have been devoted primarily to teaching at the Naval Academy. Longevity is significant. Normally, the retiree will be 60 years of age or older at the time of retirement and have been teaching at the Naval Academy full time for at least 20 years.

c. Evaluation of the retiree's record. The following considerations are relevant to the evaluation:

(1) The candidate's sustained accomplishments as a teacher, including effectiveness in imparting knowledge, devotion to the needs of students, notable course and curriculum development, superior student evaluation, and guidance and encouragement to junior faculty.

(2) The candidate's professional reputation and scholarly accomplishments, especially that which results in national or international recognition.

(3) The candidate's steadfast support of the mission of the Naval Academy, including proactive contributions to maintaining the moral, ethical, and academic standards of the institution; active involvement in Academy affairs, including chairing departments, committee work, and involvement in extracurricular activities.

(4) As emeritus, the candidate's continued presence will enhance the education of midshipmen and will continue to bring credit to the Naval Academy community.

27 APR 2007

5. Rights and Privileges

a. Professors emeriti will be accorded the following privileges:

(1) Access to department office space, laboratory space, telephones, and secretarial support, when determined to be feasible by the appropriate departments. They shall also have computer system access and e-mail system access when determined to be feasible by the Director, Information Technology Services, and consistent with reference (a). USNA policy with respect to faculty applies in the use of these facilities by professors emeriti.

(2) Will have access to USNA with a Naval Support Activity issued identification pass card and an annual USNA Friends of the Naval Academy (FONA) vehicle pass, per reference (c).

(3) Library privileges, including continued use of a library card and access to carrels when available.

(4) Inclusion in all Academic Department personnel rosters, catalogs, mailing lists, and telephone directories.

(5) The privilege of participating in the faculty procession at commencement exercises and being honored guests at the faculty recognition parade during Commissioning Week.

(6) Eligible for membership in the Officer's and Faculty Club, provided they were previous members of the Club.

(7) Subject to the availability of funding, a stipend for guest lectures and for conducting classes. It is appropriate, for example that a professor emeritus will be afforded one special opportunity following retirement to address colleagues and midshipmen.

(8) Faculty rates for tickets to Naval Academy athletic events, Masqueraders and Glee Club shows, and fine arts events.

(9) Continued access, in accordance with governing USNA instructions, to Academy athletic facilities, the U.S. Naval Academy Store, and other privileges accorded regular civilian faculty, consistent with reference (d) and (e). The Naval Academy store will issue a separate identification card for this purpose, upon presentation of the retiree/emeritus pass (para 5a(2) above).

(10) Access to the Naval Academy Data Network and specific IT resources when determined feasible by the Deputy for Information Technology and Chief Information Officer in accordance with procedures outlined in reference (a).

b. Professors emeriti may be consulted by the administration for advice on the academic careers of junior faculty members on matters within their academic area of expertise.

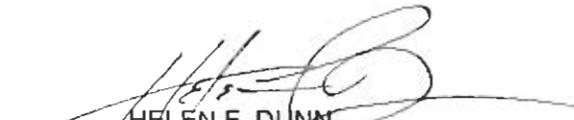
c. Department chairs are encouraged to invite professors emeriti to attend faculty meetings, serve on faculty committees, and to advise potential retirees.

6. Action

a. The department chair will consult with civilian faculty members of the department to judge the merit of recommending the honorary title. Upon an affirmative determination, the department chair will forward his/her recommendation together with a detailed, written account of the individual's accomplishments to the Superintendent via the Division Director, the Faculty Senate, and the Academic Dean and Provost for action.

27 APR 2007

b. The department chair will make sure the rights and privileges of the honorary title are granted where applicable.



HELEN F. DUNN  
Deputy Superintendent/Chief of Staff

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