

# EMERITUS NOMINATION



The President of Youngstown State University may, in his/her discretion, recommend a nominee to the Board of Trustees for conferral of emeritus status in recognition of long and meritorious service to the university and society (See University Policy 3356-7-17, Emeritus Status). Nomination of an individual for Emeritus Status should be based on the following criteria and supported by **substantial documentation**: length of service (typically totaling more than 10 years), the overall quality of that service, the contribution to the University, and the service to society beyond the University. The **Deadline\*** for submission of this form and required documentation to the Office of Human Resources is the **second Monday in April** prior to the June Board of Trustees meeting.

## SECTION 1: COMPLETED BY DEPARTMENT CHAIRPERSON OR DEPARTMENT HEAD

Name of Candidate: \_\_\_\_\_ Years of Service at YSU: \_\_\_\_\_

Current Rank or Title: \_\_\_\_\_

Department: \_\_\_\_\_

I recommend this individual for emeritus status based on the following (Information can be attached on a separate sheet and/or additional sheets can be used.):

Nominated by (Printed Name and Title): \_\_\_\_\_

Signature and Date: \_\_\_\_\_

### SECTION 2: COMPLETED BY DEAN OR EXECUTIVE DIRECTOR

Nomination \_\_\_\_\_ IS recommended or \_\_\_\_\_ IS NOT recommended for the following reasons:

\_\_\_\_\_

Signature and Date:

\_\_\_\_\_

**Forward to Provost/Vice-President →→→**

### SECTION 3: COMPLETED BY PROVOST OR VICE PRESIDENT

Nomination \_\_\_\_\_ IS recommended or \_\_\_\_\_ IS NOT recommended for the following reasons:

\_\_\_\_\_

Signature and Date:

\_\_\_\_\_

**Forward to the Office of Human Resources\***

### SECTION 4: COMPLETED BY THE PRESIDENT

Nomination \_\_\_\_\_ IS recommended or \_\_\_\_\_ IS NOT recommended for the following reasons:

\_\_\_\_\_

Signature and Date:

\_\_\_\_\_

### OFFICE OF HUMAN RESOURCES TRACKING

\_\_\_\_\_ Approved by Board of Trustees

\_\_\_\_\_ Not Approved by Board of Trustees