

**UCSB**  
**Emeritus Status for Librarians**  
**Policy & Procedures**

I. Policy

A. Eligibility

Members of the Librarian Series are eligible to be nominated for emeritus status upon retirement. In compliance with [APM-120](#), as non-Senate academic appointees, nominees shall be evaluated according to the following criteria:

- The nominee shall have at least ten years of University service.
- The nominee shall have attained the highest rank in the individual's title series. (For librarians, this means attainment of the rank of Librarian.)
- The nominee shall show evidence of noteworthy and meritorious contributions to the educational mission and programs of the University.

B. Privileges

1. Library privileges are the same as those of other emeriti, i.e., those of an active academic employee: extended borrowing privileges; interlibrary loan privileges; and a library card that allows proxy server access to online resources restricted to UCSB users.
2. Library network access: a free e-mail account shall be retained on the library's server.
3. Campus network access (through a campus Directory account): a free UCSBnetID account shall be retained.

II. Procedures

1. A request for nomination shall be initiated either by the candidate or by any member of the Librarians Association of the University of California (LAUC) upon or within two years following retirement. If the request for nomination is made upon retirement, it shall be accompanied by a signed statement from the candidate stating the intention to retire on a given date, or the date of retirement.
2. The candidate shall prepare the file consisting of an updated Biography form and updated Biography Supplement, and an outline of the noteworthy and meritorious contributions achieved during the candidate's career.
3. The file shall be submitted to the University Librarian. The University Librarian shall make a decision on nominating the candidate, and if favorable will submit the nomination to the Associate Vice Chancellor for Academic Personnel for approval. The nomination shall include the candidate's file and the University Librarian's recommendation.

*Compiled by LAUC-SB Executive Board, 12-09*  
*Approved by EVC, 04-10*