

# **Roles and Functions of Emeritus Professors**

## **With a Focus on the Contributions of AKU-EP to the Quality and Prestige of the Aga Khan University**

The document has been compiled under the following headings:

### **Roles and Functions of the Emeritus Professor**

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## **Roles and Functions of Emeritus Professors**

### **With a Focus on the Contributions of AKU-EP to the Quality and Prestige of the Aga Khan University**

The Aga Khan University (AKU) has a number of Emeritus Professors (EPs) whose contributions have been acknowledged and recognized by the university. Although there is a process for appointing Emerita/Emeritus Professors, a document does not exist stating their roles and functions. This brief document aims to fill the gap by outlining the main areas of their participation in contributing to the quality and prestige of AKU.

Emeritus Professors are a rich and invaluable resource of knowledge, experience and institutional history. This document briefly outlines some roles, but is not limited to the roles given below.

It should be noted that this is a working document.

#### ***Roles and Functions of the Emeritus Professors:***

EPs who wish to maintain a close connection with the university, may support any department or the University in several roles voluntarily<sup>1</sup>. The departments may invite the EP for their participation or the EP may volunteer,<sup>2</sup> and the department chair should keep the Dean informed.

#### **1. Research:**

- a. **Extramural Research:** EPs could participate in extramural research projects in AKU as co-investigators or team members, but not as Principal Investigators (PIs). In exceptional circumstances EPs may write grants and access research funds for the department and/or the university.<sup>3</sup>
- b. **Graduate Student Thesis Supervision:** May continue to work with graduate students already assigned to them (AKU Policy), and participate as Thesis Committee members for new graduate students. EPs may be primary supervisors of graduate students if so agreed upon with the department on a case-to-case basis.

#### **2. Education: Emeritus Professors may be invited to and participate as**

- a. Invited lecturers. EPs may be invited to deliver state-of-the-art lectures, key note addresses, or chair sessions in conferences, etc.
- b. Lecturers and Examiners in regular ongoing courses, and/or design continuing education programmes
- c. Director of Courses. In exceptional circumstances, Emeritus Professors may teach up to a 4-credit course annually (including Continuing Education) if requested by the Department Chair and agreed to by the Dean.
- d. Academic Advisors or Mentors.
- e. Resource person on academic committees.

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<sup>1</sup> There is no obligation on either side to invite or accept any role.

<sup>2</sup> PE roles should enhance (and not negatively impact) the roles and development of full-time faculty

<sup>3</sup> AKU Policy. In exceptional circumstances by waiver from the Provost, PEs may be Principal Investigators.

- f. Resource for the Teaching/Learning Network (T/L-N) as needed. May assist T/L-N with reviews of curriculum, programmes and/or units and other academic activities.
3. **Administrative Service:** The Emeritus Professorship is an honour and shall carry no formal administrative duties. However, EPs are “expected to contribute to the academic life of the University ... in consonance with t<sup>4</sup>he status and calibre of the title.”
  - a. **Non-Voting Resource Persons:** May be invited to attend university meetings (departmental or university wide, for example, university research council, etc.) at the invitation of the director, department chair, Vice-Provost, Provost, or President.
4. **Collegiality:** The EPs may hold events, lectures, and socio-cultural activities. Lectures may be invited from renowned individuals for the EPs, and each EP may engage also in thought-provoking lectures and dialogues with other EPs.
5. **EPs will engage in the business, organization and working of the Emeritus Professors,** including the Office of EPs (Details and Bye-laws - deferred).
6. **Contribute to a broader, collaborative, cross-campus, interdisciplinary environment** strengthening the One-University Vision. AKU may engage EPs to become a part of the AKU “Community of Scholars”.
  - a. EPs may be invited to participate in alum activities.
  - b. As a special request by the director, department chair, Dean, Vice Provost, Provost, or President, EPs may take on university-related tasks, or university level roles, including community relations.
7. **Resource Development:** EPs may be invited by the Dean, Head of Resource Development, Vice Provost, Provost, or President to support AKU’s resource development activities.
8. **Be Change Agents through Advocacy, Philanthropy, National, Regional and International Engagement**
  - a. EPs may generate innovative ideas and opportunities for societal benefit. They may organize and participate in programmes of intellectual growth which advocate for and debate issues of institutional, national, regional, and/or international significance.
  - b. Participate in the Development of Communities of Emeritus Professors.
    - Influence in establishing an association of EPs in regions where AKU is present.
    - Participate in developing a global community of emeritus professors by engaging with other emeritus associations.
9. **Dynamic Roles:** These should be seen as dynamic roles and may change as needed.

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<sup>4</sup> Higher Education Commission, Pakistan

## APPENDIX 1

### **Emeritus Professors' Obligations to the Aga Khan University:**

1. The Emeritus Professor (EP) is not obligated to participate in any AKU activity, academic or social, of the university, unless they choose to do so.
2. As an esteemed senior faculty of the university, there is an obligation to uphold the highest level of ethics, behaviour, and research integrity and adhere to AKU policies. A serious breach of AKU policies may lead to revoking emeritus status.
3. There should be some agreement on the nature and scope of EP involvement.
4. There is no obligation on the university to pay any salary to the PE unless so negotiated with the former and approved by the latter: (i) the department chair and Dean, (ii) the *Dean and Vice Provost*, (iii) the *Vice Provost and Provost (iv) or just the Provost or President*.
5. Barring any conflict of interest, EPs active at AKU may report their external activities (external to AKU) to their Department Heads / Dean / Vice Provost / Provost (as applicable) annually.
6. Emeriti cannot be Principal Investigators (PIs). This condition could be waived in exceptional circumstances with explicit approval from the Provost or President. In case of participation in extramural research, agreement on payments (e.g., per day rate or other) must be decided on a case-by-case basis endorsed by the relevant Dean (or designate) or the Director within a framework to be developed. However, they would not be entitled to any share of the overhead funds managed/allocated under AKU's current policy dealing with indirect research costs (AKU Policy).
  - The PEs' need for laboratory space would be contingent on the ongoing departmental research programmes, the nature of the emeritus professor's research, and the availability of laboratory resources and space.
7. EP may be invited to support the university's fundraising activities *anywhere in the world as deemed appropriate by the university leadership. Such participation would be voluntary, with the University meeting the costs of the fundraising activities like travel, accommodation, out-of-pocket expenses, etc.*
8. *If the Emeritus/Emerita is hired as a volunteer, appropriate facilities such as accommodation, transport, medical expenses, insurance cover and meals (if the person is relocating) may be provided by the university.*
9. *In case the EP is hired for activities other than teaching, or research the University leadership would determine the scope of work and appropriate terms and conditions.*

## APPENDIX 2

### Benefits to the Emeritus Professors:

- 1) External Recognition that the EPs have been awarded the emeritus status - a continuing scholarly relationship with the university and institutional support.
- 2) Financial benefits are already provided in the AKU Policy & Guidelines for Emeritus / Emerita Professors and the Emeritus/ Emerita Librarians:

There is no obligation on the university to compensate the EP, unless so negotiated with the former and approved by the latter: (i) the Department Chair and Dean; (ii) the *Dean and Vice Provost (iii)*; the *Vice Provost and Provost (iv)* or just the *Provost or the President*.

- a. Director of Courses. EPs may teach up to a 4-credit course annually (including Continuing Education – CE) at the request of the department chair and agreed to by the Dean.
    - Under special circumstances additional courses may be taught or additional educational activities may be requested from the EP, after consultation between the Dean and the Regional Vice Provost.
  - b. An honorarium may be paid by the relevant chair/ director/ dean/ vice provost /provost for service/s rendered by the EPs (e.g., directing and designing courses, or a high level of involvement in research, teaching, mentorship / advising, others).
- 3) Office space is at a premium and may not be allocated. Depending on availability, appropriate office space may be provided only for the engagement period. For example, if the EP is working on a research grant, the EP may use the space till the grant runs out.
  - 4) To support their work with AKU an Emeritus Professor Faculty Card, will be made available upon request from the relevant department in AKU to the relevant dean/regional vice provost. The card provides entitlement/access to the following:
    - library privileges
    - IT privileges and support, including desktop assistance, hosting, as well as the university's standard software and support. Some software may be restricted.
    - An AKU email account and supporting facilities through the AKU IT Department.
    - Campus Computing ID; and continue to receive newsletters, catalogues, faculty-wide mailings, bulletins and publications.
    - Campus building as appropriate;
    - Faculty lounge/s on the AKU Campus.

Please note that any cost involved would be the responsibility of the individual EP to arrange for payment.

- 5) EPs may be invited to lectures, conferences, symposia, and professional functions.
- 6) Social / Cultural Events/ Sports Center / Others

- a. EPs can utilize the AKU Sports Center facilities as other faculty members and their families.
  - b. Social and Cultural: PEs shall receive invitations to dinners and cultural and social events like other faculty members.
    - The EPs may form an association and hold lectures. Given the diverse geographic locations of the EPs, dinners and social events may be challenging to organize, but they may be organized locally voluntarily by the EPs.
    - In due course of time, local Chapters of the AKU EP Association may take over this function.
  - c. EPs will be eligible for parking facilities at the AKU campuses that are similar to the ones given to senior faculty.
- 7) EPs will be listed in the faculty catalogue and website, will participate in academic processions, faculty convocations, commencement, Charter Day, and others.

AKU reserves the right to amend the above.