What Peer Faculty Handbooks Say About the Emeritus/a Process

We look at what faculty handbooks say about "becoming emeritus/a" at these schools:

Cornell	Brown	Columbia	Dartmouth	Harvard	Pennsylvania
Princeton	Yale	Chicago	Duke	MIT	Stanford

Keep in mind that each school typically has additional emeritus literature, so the faculty handbook excerpt below may not tell the whole story. Moreover, the schools vary in terms of how much they talk about benefits in their faculty handbook. Passages that are clearly about benefits are displayed in reduced font.

Cornell

Any member of the professional staff who retires after ten years in the tenured rank of university professor, professor, or associate professor and who has rendered distinguished and meritorious service to the university, may be appointed professor emeritus by the provost after recommendation by the members of the particular department and the dean of the college or school faculty to which the retiring member belonged.

A professor who does not seek or is not qualified or approved for emeritus status is considered a retired academic. Emeritus status is not available for other academic titles.

> Professor emeritus is a continuing appointment status, inactive until a "rehire" appointment is approved. Administrative and executive service is possible within the title professor emeritus.
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> By vote of their graduate fields, emeritus professors will be granted the working designation "Graduate School Professor of (field)". This designation, which can be used on grant and contract applications, will permit an individual to retain the rights of other graduate faculty in the field. Maximum terms are for five years, renewable. Records are maintained by the Graduate School and inquiries may be directed to the Office of the Dean of the Graduate School.

Brown

Faculty who intend to retire from active service should send a letter to the appropriate divisional Dean to this effect. Faculty seeking additional information about retirement options should contact the Provost's office.

When a faculty member retires, he or she is customarily given the rank and title of Professor Emeritus or Professor Emerita. However, not all retiring persons receive that designation. The University policy for determining who shall be entitled to it is as follows:

- Tenured faculty and faculty at the rank of Full Professor are recommended to the Corporation for the emerita/emeritus title upon retirement.
- Other faculty may be recommended for such a title, provided that they have served a minimum of fifteen years' service as faculty at Brown University (or equivalent for medical faculty in the community), and are retiring from the faculty.
- Administrators who have exempt classifications and have served a minimum of fifteen years at Brown University as administrators and/or faculty, may be recommended for the emerita/emeritus title to the Corporation upon their retirement from Brown University.

All such recommendations are made by the appropriate senior administrator (Provost, Dean of the Faculty, Senior Vice President, Dean of Medicine and Biological Sciences or Dean of Public Health) to the President for his or her approval and subsequent presentation by the President to the Corporation.

Emeritus professors remain members of the faculty of Brown University with all the privileges appertaining to that rank except three:

- They are no longer tenured, if they previously were.
- They do not receive pay from the University unless they also hold an adjunct, research, or visiting appointment.
- They are not voting members of the faculty. Emeritus professors who also hold a faculty or University committee assignment to which they have been elected by the Faculty and/or a teaching assignment shall have voting rights

With regard to the second of these restrictions, if emeritus faculty are to perform services for the University that entitle them to receive a salary, they will be appointed to an appropriate (usually "adjunct") rank for the period during which the services are to be performed.

Retired Faculty and Departmental Affairs

Certain privileges for emeritus faculty as well as certain activities in which they may wish to participate are at the discretion and under the control of individual departments and divisions. There is at present no standard or consistent body of policy governing these matters; each department makes its own rules. Nevertheless each department is required to establish written guidelines governing the policy of the department affecting retired faculty.

Guidelines developed by the department should deal with matters under departmental control such as: office and laboratory space; counseling students; teaching; departmental governance; and service on committees. It is not necessary that emeritus faculty be permitted to share in all these matters, but it is important that they be clearly informed regarding the degree to which the department permits or invites their participation.

Department chairs should keep themselves informed of the status and welfare of emeritus faculty and their surviving spouses and partners, and notify the Provost of any particular circumstances where intervention or assistance by the University's administration might be desirable.

Participation in Departmental Affairs

The involvement of retired faculty in University and departmental affairs varies considerably across departments and across the campus. Some retiring faculty, of course, have no desire to participate in departmental or University affairs. They may move away from the Providence area. They may choose to disassociate themselves entirely from Brown in favor of independent activities of various sorts, including even accepting a teaching or research position at another institution. But there are those who wish to maintain a close connection. Their participation in University and departmental affairs can be beneficial, not only to themselves but also to various aspects of the University's program of education, research, and community relations.

Because of the informal situation described above, retiring faculty who wish to maintain a connection with their departments and participate in some of their activities are urged to consult with the department Chair well in advance of their actual retirement and reach agreement then about the nature and degree of their future participation. This need not be an overly formal kind of negotiation, but because of the rapid turnover of chairs, it would not be amiss for certain matters agreed to be spelled out in writing, if only as a means of avoiding future misunderstanding.

The following are important areas of departmental discretion with regard to emeritus faculty.

Office and Laboratory Space

The allocation of office space is a departmental responsibility, and the emeritus professor's needs for space and desire to retain an office have to be considered in relation to the general availability of space in the department. Above all, the emeritus faculty member should inform the Chair before retirement, and each subsequent year, regarding their expectations for use of an office. It is then the Chair's responsibility to consider such an allocation as part of the overall assignment of space to department members.

The same considerations apply to access to laboratory space and facilities in those departments that maintain laboratories. The emeritus professor's needs and wishes in this regard must be considered in the light of the ongoing research program of the department, the nature of the emeritus professor's research, and the availability of laboratory resources.

Counseling Students

Some departments welcome the assistance of emeritus faculty in counseling students, especially in fields of their specialties. This may extend to serving on doctoral committees or supervising masters' or senior honors theses. Usually this is done on an individualized basis, but some emeritus professors keep regular office hours.

Teaching

The most common participation of emeritus faculty in the teaching program is giving occasional guest lectures on invitation in colleagues' courses. This may extend to taking over a course for a brief period when the regular instructor must be absent. Emeritus professors also may give informal reading courses to individual students or to small groups, with or without credit. Because of the constraint against paying emeriti, this type of teaching activity is voluntary and unpaid; the satisfaction of teaching and having continued contact with students must be themselves sufficient reward. When retired professors are enlisted to give a regular departmental course, they are normally appointed Adjunct Professor and paid accordingly.

Computer Policy for Retired Faculty

Permission to use a computer and related peripheral equipment belonging to the University at an off-campus location may be granted to retiring faculty who expect to continue to use such equipment for their research and/or other University business. The equipment that is available under this policy is restricted to items to which the faulty member had exclusive access before retirement, that is, equipment that was not shared with others or was part of an on-going research project. In cases of disagreement on these matters, the relevant department Chair shall decide.

The retiring faculty member at the time of leaving the University's employment shall agree to certain conditions concerning the (i) ownership, (ii) responsibility for proper use, (iii) security, (iv) repair, and (v) return and disposal of the computer equipment in question.

For a detailed written statement of this policy, including the above conditions, please inquire at the Office of the Dean of the Faculty, which first promulgated this policy on May 1, 1994.

Access to Retiree Health Insurance

Effective April 1, 2005, Brown University made arrangements for access to group post-retirement health insurance for all retired faculty and staff ages 65 and above and their spouses and/or partners also ages 65 and above. The University's Benefit's Office has the most up-to-date information on this plan.

Columbia

After they retire, senior members of the faculty with the rank of professor may be awarded the distinction of *professor emeritus* in recognition of distinguished service to the University and eminence in their discipline. The emeritus designation may also be conferred on full- or part-time faculty holding the title of professor at (affiliated hospital or institute), professor of clinical (department), clinical professor of (department), professor of professional practice in (department), and adjunct professor.

Nominations for the emeritus distinction originate from the retired faculty member's chair or dean and require the endorsement of the Provost. It is bestowed by the Trustees on the recommendation of the President, who consults with the University Senate as part of the nomination process. Should a chair or dean choose not to nominate a professor, the Senate may ask for an explanation of the reasons and, if it is not satisfied, recommend that the President nonetheless nominate the faculty member to the Trustees for the distinction.

Dartmouth

At the end of an academic career, upon the retirement of a voting member of the faculty, the Board of Trustees, acting on the recommendation of the Dean of the Faculty of Arts and Sciences (or as appropriate, the dean of the professional school's faculty), may grant emeritus/a status to individuals holding the rank of Assistant, Associate, or Full Professor. These individuals are faculty members who have rendered distinguished service to Dartmouth, normally for a period of at least ten years. This designation is not automatic. The process commences with the departmental and/or program Chair recommending emeritus/a status to the Associate Dean(s) of the Faculty.

The privileges and benefits of emeritus/a status include discounted tickets to athletic and cultural events; the ability to purchase computer equipment at discount through The Computer Store; the ability to purchase a parking permit; library privileges; access to computing facilities for professional activity; access to athletic facilities on the same basis as active faculty members; and a subscription to some of the College's publications, such as Dartmouth Life. The College hopes to retain association with its former colleagues, and on an occasional basis, determined by the needs of

> the continuing full-time faculty, departments and programs may request office space for professors holding emeritus/a status, to be approved by the associate dean on an annual basis. Professors emeriti/ae may obtain identification cards through the Human Resources Office.

Harvard

A faculty member assumes the *emeritus/a* status upon retirement when he or she (a) retires from a tenured faculty position and (b) has reached the age of 60 or more. If these two conditions are met, the faculty member's title automatically becomes Professor of [Department], *Emeritus/a* upon retirement. If the individual held an endowed chair while active, that title also carries forward with the *Emeritus/a* designation. This appointment remains active for the professor's lifetime.

University of Pennsylvania

University views retirement from the Standing Faculty as one stage of an academic career. The University encourages retired faculty members to remain involved with the University, their schools and their departments. Though no faculty member acquires new rights or privileges upon retirement, certain of those rights and privileges to which he or she was entitled prior to retirement are still extended. (The term "retired faculty" is used throughout this section to refer to those individuals who have retired from the Standing Faculty.)

Emeritus status can be conferred upon professors and associate professors in the Standing Faculty and upon Standing Faculty clinician-educators at the time of their retirement (see Emeritus Faculty). A faculty member may continue to use the title Professor or may choose to use the title "Professor Emeritus/a". The election of which title to use should be made at the time of retirement and a representative of the faculty member's department so notified. The department should then notify the Provost's Office of the election.

> Retired faculty members may seek office and research space and support staff for their scholarship. The department shall provide such space and support to the extent that it is available and not required by members of the Standing and Associated faculties.
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> Retired faculty members may file research or travel grant applications. The consent of the relevant department chair or dean must be obtained prior to submission to the Vice Provost for Research. Such applications shall be transmitted further only if the Vice Provost believes the project to be of significance, if there is probability of its being completed and if necessary office and laboratory space is available. If there is a shortage of such space, first priority must go to members of the Standing and Associated Faculties.
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> Retired faculty members may attend meetings of their school faculties and may participate in the work of committees of those faculties if invited.
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> Retired Standing Faculty members are, by the rules of the Faculty Senate, members of the Faculty Senate and have the same rights and privileges as other members, but are not entitled to vote.

The library use privileges enjoyed by members of the Standing Faculty are continued for retired faculty members, who may apply for faculty studies in the library if such facilities are required.

Retired Standing Faculty members may choose to be listed in the online directory.

Retired faculty may receive mail at the University and may use the University as a mailing address.

The right of continued membership in the University Club is extended to retired faculty members.

The privilege of receiving the *Almanac*, the *Pennsylvania Gazette*, and special reports is continued.

Certain employee benefits are available as described in the University of Pennsylvania Division of Human Resources Policy Manual.

Faculty staff scholarship benefits are continued to those eligible for such benefits at the time of retirement.Retired faculty members are entitled to retain a PennCard with all the privileges that entails (e.g., admission to the libraries and recreational facilities).

Associations of Senior and Retired Faculty

The Penn Association of Senior and Emeritus Faculty (PASEF) is open to all standing faculty within the University who are fifty-five years of age or older and to former members of the Standing or Associated faculty who have retired.

The aim of PASEF is to initiate and coordinate activities that encourage retired and senior faculty members to maintain connections among themselves and with the intellectual and social life of the University. Such activities include lectures, discussion groups, dinners, and social functions that provide fellowship and interaction among members and with the scholarly community on campus; familiarizing members, especially those planning retirement, with issues relating to retirement and retired life; and promoting opportunities for members to render volunteer service to the University and its surrounding community. From time to time, PASEF may take an advocacy position on issues of vital interest to its members. Thus, PASEF celebrates the careers of retired faculty members by encouraging them to remain a part of the life of the University in new and interesting ways and by facilitating the transition to retired status as the culminating phase of an academic career.

PASEF maintains an office in 111 Duhring Wing. For further information about PASEF and its activities, visit its website: www.upenn.edu/emeritus.

In addition to PASEF, individual schools may have an association of emeritus and senior faculty. Currently, the Perelman School of Medicine is the only school that has such an organization.

The Association of Senior and Emeritus Faculty (ASEF) is open to all standing faculty within the Perelman School of Medicine who are fifty-five years of age or older and to former members of the standing or associated faculty who have retired.

ASEF serves to enhance the careers of the emeritus faculty by encouraging them to remain a part of the community of scholars in the Perelman School of Medicine. ASEF also serves to support the senior faculty by raising awareness of the full range of retirement options available to them, whether they are planning to retire within two years or two decades.

Princeton

Upon retirement, it is customary for the University, through its Board of Trustees, to approve the transfer of tenured professors in the ranks of Professor or Associate Professor to emeritus status. The University reserves the right to deny transfer to emeritus status. When Faculty transfer to emeritus status and retain a professional connection with Princeton, they are expected to conduct their future research and University-related activities with the same ethical standards currently expected from all Princeton Faculty. The University reserves the right to rescind emeritus status for conduct inconsistent with these standards.

> Upon their request, emeritus faculty members may receive such University publications as the Princeton University Bulletin and the Princeton Alumni Weekly, as well as agendas and minutes of University Faculty Meetings. They may attend meetings of the University and departmental faculty upon invitation, but do not have votes at these meetings. Emeritus faculty members continue to receive University identification cards and to have use of the library, the athletic facilities and dining facilities on the same basis as active faculty members.
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> Faculty will automatically retain their University computing privileges when they are granted emeritus status. In particular, there will be no change to their existing email address upon becoming an emeritus faculty member.
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> Emeritus faculty members may be assigned office space as available and as needed, although they have lower priority than active members of the faculty and staff. Other facilities may be made available to them if the facilities are not needed by active faculty members and if it is possible to provide these facilities within the constraints of departmental budgets.
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> Emeritus faculty members do not have regular duties on a continuing basis. Retired Princeton faculty members may be appointed to teach on a part-time course-by-course basis, upon recommendation by the Chair and with the approval of the Board of Trustees for each appointment. These appointments are limited to one course per year for up to three years. Emeritus faculty members may carry to completion the supervision of those doctoral students whom they were advising before retirement, but are not expected to take on new graduate students after retirement.
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> Emeritus faculty members may have additional appointments as Senior Scholars if they are principal investigators on sponsored research projects. These appointments are expected to be at a small fraction of full-time duty and to involve only nominal compensation through the research grant or contract. Emeritus faculty members may accept postdoctoral fellows and other research staff to work with them. Laboratory space will continue to be made available for them so long as their research continues to be supported by outside grants and so long as their laboratory space is not needed for active faculty orstaff members. Adequate notice will be given to emeritus faculty members if it necessary to reassign their laboratory space to active faculty members.

Yale

On July 1, 1993, compulsory retirement of tenured faculty was eliminated. Because department and school planning is enhanced by knowing the approximate retirement dates of tenured faculty, the University has created several programs to encourage members of the faculty to plan for retirement and to inform chairs of their plans.

Retired members of the faculty who continue to be professionally active contribute a great deal to the University community. The title of Emeritus is granted by vote of the Corporation to members of the teaching faculty in certain ranks when they retire or resign from Yale, provided that they meet

specified criteria for age and length of service. The ranks automatically eligible for Emeritus status are tenured faculty in all schools; professors in the investigator, clinical-scholar, and clinical-educator ranks in the School of Medicine; clinical professors in the Schools of Law and Nursing; full-time adjunct professors in the Schools of Art and Drama; and full-time adjunct professors and professors in the practice in the School of Music. To be eligible, a faculty member must have reached age 55 with a number of years of service at Yale in one of these ranks that added to his or her age equals at least 75. The Dean or chair of the member's school or department must submit a Faculty Appointment Form for the Emeritus appointment during the final semester of the individual's non-retired status. The Emeritus title is not a rank, but rather an honorific title to which Yale attaches certain non-monetary administrative privileges, and the title may be withdrawn by the Corporation upon recommendation of the President or Provost.

If the department or school faculty so votes, and if the appointment is approved by the Corporation, the Emeritus faculty member may be given the additional title of senior research scientist/scholar, to be held during the period of grant or contract support. In the case of Emeritus faculty in the Schools of Medicine and Nursing, the department's recommendation should be forwarded to the Dean for approval. The same procedures will apply in the case of Emeritus faculty who seek appointment as senior research scientists/scholars on the grants or contracts of non-retired members of the faculty.

An Emeritus faculty member who is appointed as senior research scientist/scholar under the above conditions may be paid salary from the grant or contract for any fraction of his or her time, up to 100%. The salary will be set by the Provost or Dean, except that in no case may it exceed any cap imposed by the granting or contracting agency.

During the period that an Emeritus faculty member is being paid from a grant, he or she will be entitled to all fringe benefits normally accorded to senior research scientists/scholars, as long as these benefits are entirely chargeable to the grant. Fringe benefits are accorded only to employees who are paid for half time or more.

In order to support the continued professional activity of retired faculty and to accommodate this activity to the primary requirements of students and non-retired faculty, the following policies and procedures have been developed.

Office and Research Space

While available officespace must first accommodate those who have not retired, every attempt will be made to provide office space to retired members of the faculty. Although research space is even more limited, it can also be assigned to retired ladder faculty if circumstances permit and need is demonstrated, for example by an active and well-funded research program. Assignment will be made by the Provost or appropriate Dean on the recommendation of the department chair. The amount of research space provided will, in most instances, be substantially less than the amount occupied before retirement. Assignments of officeand laboratory space to retired faculty will be reviewed annually to determine whether renewal is possible in the context of competing needs.

Privileges. Retired faculty will retain a number of faculty privileges. They include the following:

Library. Stack and borrowing privileges are the same as for non-retired faculty. For further information, contact the Privileges Office at Sterling Memorial Library.

Parking. In general, parking spaces will be assigned to retired faculty with the same priority as those faculty held before retirement but at the lowest rate category. For further information, contact the Parking Office.

Computers. Retired faculty are entitled to keep for their own use computers provided for them by the University.

Fellowships in the Residential Colleges. "Emeritus Fellow" status is determined by the heads and fellowships of the colleges. For further information, contact the Council of the Heads of College.

Dining Halls. All Emeritus Fellows are provided free lunches Monday through Friday in any Residential College dining hall or the Hall of Graduate Studies. Anyone connected with the University, including all retired faculty and their guests, may eat in any University dining hall and pay cash.

Payne Whitney Gymnasium. Rates and privileges are the same for retired faculty as for non-retired faculty. For further information, contact the Payne Whitney Gymnasium. Yale Charge Accounts. Emeritus Fellows of Residential Colleges may have the same charging privileges as non-retired faculty.

Health Insurance. Retired members of the faculty are eligible for University-sponsored and subsidized health insurance. The University's contribution to the cost of retiree health insurance premiums is based upon length of service at Yale and reaches its maximum at thirty years of service. To obtain information on cost and coverage, prospective retirees are encouraged to consult the Benefits Office.

Teaching. Retired faculty members may teach on a year-to-year basis under certain conditions. For the professional schools, consult the appropriate Dean. For Emeritus faculty in the Faculty of Arts and Sciences, the following conditions prevail:

a. Like one-year replacement faculty, Emeritus faculty are hired when a department or school has demonstrated that the teaching is necessary due to leaves or vacancies that cannot be covered by non-retired faculty.

b. A Dean's or the Provost's capacity to make the appointments will depend upon the availability of funds to meet one-year teaching needs.

Supervision of Dissertations. Faculty members are expected to anticipate their retirement by arranging their supervision of graduate dissertations so that all dissertations will be completed by the time of retirement or shortly thereafter. Emeritus faculty may, without being appointed as lecturers, serve as readers of dissertations, but they may not serve as directors of dissertations.

Research Sponsorship and Appointments. Several important considerations determine whether the University will sponsor, totally or in part, retired faculty members' applications for grants or contracts, and whether it will authorize research appointments for retired faculty members on the grants or contracts of non-retired faculty members. In making its decision the University must take into account the contribution of the proposed research to the University community, its demand upon physical facilities, and its direct and indirect effects upon other research and training programs of the department and the University. The same considerations govern decisions to authorize retired members of the faculty to work with postdoctoral appointees and, if so, in what numbers. Non-retired faculty members may apply for research support that extends beyond retirement, and Emeritus faculty may apply for research support, provided that the Provost or the appropriate professional school Dean is willing to commit the necessary space and facilities for the period of the grant. In the case of faculty in the Faculty of Arts and Sciences and in the School of Medicine, this will be done only on the recommendation of the department chair.

Phased Retirement Plan

With the exception of faculty at the School of Medicine and the School of Public Health who may participate in retirement programs specific to those schools, all tenured faculty members with at least ten years of tenured service at Yale may enter the Phased Retirement Plan as early as the next January 1 or July 1 following their 65th birthday,

but no later than the next July 1 following their 70th birthday. Eligible faculty may elect to participate in this plan between their 65th and 70th birthdays. A faculty member may elect Phased Retirement for a fixed period of one, two, or three years preceding full retirement. He or she works half-time through the entire such period, and is compensated at 100% salary during the first year, 75% salary during the second year (if any), and 50% salary during the third year (if any) in the Plan. An eligible faculty member may take a one-semester Triennial Leave of Absence while in the Phased Retirement Plan. While on such a leave, the faculty member will receive the percentage of salary designated to that specific year of the Plan.

University of Chicago

Faculty may retire at age fifty-five. A Faculty member who retires from a position on indefinite tenure or who retires from a Faculty position after serving as a Faculty member for twenty years shall be designated a Member Emeritus of the faculty.

Duke

Faculty members' eligibility for full or partial retirement benefits is determined by the appropriate plan document. Discussions should be initiated with the chair of the department or director of the unit in which the faculty member serves at least one year prior to that in question. Tenured faculty members, upon retirement, relinquish privileges associated solely with tenured faculty status (e.g., voting rights with respect to Promotion and Tenure for tenure track faculty [see Chapter 3]).

A faculty member wishing to reduce his or her Duke faculty responsibilities gradually prior to full retirement, should initiate discussions with his or her chair, or dean, or director. The Flexible Work Arrangements Policy (appears earlier in this chapter) was designed for use in these situations.

Please refer to the Benefits Office website for useful information to use while planning for retirement: http://www.hr.duke.edu/benefits/retirement/planning/index.php

By action of the Board of Trustees, and after recommendation by the dean and the provost and approval by the president, regular rank faculty members who retire at age sixty-five or over, or who have served the university for at least ten years, may receive the emeritus title of the same faculty rank they held at retirement. Along with this title go certain privileges, such as inclusion in faculty mailing lists and invitations to attend appropriate university functions. In addition, of course, are the financial benefits available to all eligible retired faculty.

Emeritus Faculty Services and Facilities Use

Athletic Facilities:

Emeriti will have access to all Duke athletic and recreational facilities on the same basis as active faculty. Computer Services: Emeriti will have free access to the use of central university computing services, including email and other

services accessed through NetID authentication, and support from the OIT Service Desk through phone, live chat, email and service at the Link in Perkins Library (see http://oit.duke.edu/help/ for more information and normal business hours). Directory Listing: Emeriti shall be listed in the Duke Directory, which can be accessed at http://oit.duke.edu/email-accounts/directories.php. Duke Chronicle and Duke Today: Emeriti can subscribe to a variety of Duke newsletters by visiting the website, http://today.duke.edu/subscribe. Emeriti regularly using a campus office can obtain copies of the Duke Chronicle and other official university publications (print and electronic) in the same manner as active faculty. Those wanting to receive the Chronicle at their home address should contact the Chronicle Business Office at (919) 684-3811. Emeriti are also encouraged to get daily news about Duke and the campus at Duke Today, an online electronic newspaper, http://today.duke.edu/. Emeriti faculty with Duke email addresses may also post classifieds in the Trading Post on the DukeList website, http://dukelist.duke.edu/. Emeriti faculty who have Duke email addresses also receive The Week at Duke, an electronic newsletter sent weekly by email.

Health Insurance:

Emeriti faculty should check the benefits guide and/or contact the Duke Benefits Office to determine eligibility and access the necessary forms and procedures to follow. (919-684-5600, http://www.hr.duke.edu/benefits/) Interaction with University Administration: Emeriti should submit inquiries and requests to their departmental chair or dean as the specific issue warrants. Emeriti can direct inquiries and requests that fall outside of departmental and/or school considerations to the designated Assistant for Emeritus Affairs in the Office of the Provost. Identification Cards: Emeriti faculty may maintain their Duke identification cards as they will remain active. The Duke Identification Card can enable the emeriti faculty member to join the gym and check out library books. Library Privileges: Emeriti will have full use of the Duke University libraries and library resources. Mail: Mail services shall be provided by the department for emeriti.

Parking Privileges:

Parking for emeriti will, with the exception of premium lots, be fully subsidized by the provost and dean, School of Medicine through June, 2017. This policy will be reviewed every two years.

Principal Investigator Eligibility:

Participation as a Principal Investigator is conditional on the approval by the Dean and provost, and upon the availability of departmental and other necessary resources.

Space:

While office space is not an entitlement for emeriti, they may request their dean to allocate such space to them. The dean, on the advice of the departmental chair, will weigh the request against alternative uses of the space in advancing the scholarly purposes of the university. If space is allocated, it will be for a maximum of two years with the option of renewing the space with subsequent requests. Laboratory space can be provided, subject to the same guidelines described above, for those individuals who maintain an active research program that is characterized by sufficient external funding to maintain their research activities and contributions to the discipline through the publication of the products of their research in relevant professional venues.

MIT

There are two appointments for retired faculty, one is typically unpaid (Professor Emeritus) and the other is compensated (Professor, Post-Tenure).

A professor who retires may be appointed as professor emeritus and may keep the name of his or her chair, emeritus. Appointments to the rank of professor emeritus are normally without salary. Professors emeriti who remain active at MIT must report their outside professional activities to their department heads annually.

A professor who retires from a tenured appointment may receive a term appointment (without tenure) if the individual performs compensated teaching, research or service in the department after retirement. Appointments are made by the appropriate department head with approval of the responsible dean. The maximum paid effort of these appointments is 49%. Appointments to this rank are typically on the Modified Annual Salary Plan. Normally, this appointment will be limited to a five-year term but may be renewed thereafter on an annual basis with the approval of the appropriate department head and the responsible dean. See Section 2.3 Academic Instructional Staff Appointments for standards of notice of termination. At the conclusion of the Professor, Post-Tenure appointment, the Professor, Post-Tenure may be appointed as Professor Emeritus.

Professors holding post-tenure appointments are eligible for benefits as retirees rather than active employees. They do not have consulting privileges for the portion of their time paid for by MIT.

Professors, Post-Tenure will retain the title of professor and may continue to use their chair titles for the duration of their term appointments.

Professors, Post-Tenure must report their outside professional activities to their department heads annually.

Stanford

The University offers a generous medical insurance program for Faculty members who retire and meet the program's eligibility requirements. Eligibility is based on your age, the date you were hired, plus the number of eligible years of service you accrue. You should contact Stanford Benefits in order to determine your personal eligibility.

For purposes of personal financial planning, the University will provide Academic Council and Medical Center Line faculty and Hoover Institution Senior Fellows up to $1,000 for reimbursement for the services of financial planners or consultants. This reimbursement, which is treated as taxable income to the faculty member, is available only once in an individual's career and requires the submission of a receipt to the Faculty Affairs Group of the Provost's Office. Please contact the Faculty Affairs Group (facultyaffairs@stanford.edu) of the Provost's Office for more information about this reimbursement.

Although not compelled to retire at any age, Stanford faculty nevertheless consider retirement arrangements as part of their personal and professional planning. Many Stanford faculty, individually and through the Academic Senate, expressed interest in the development of options to increase the financial feasibility of retirement. In response, Stanford University has made available the Faculty Retirement Incentive Program. The Faculty Retirement Incentive Program, like any University benefits program, is subject to change or termination by the University. Only those benefits that are payable to an individual who is a party to a fully executed Agreement and Release under the program will be protected from change or termination by the University.

Faculty members who become official University retirees receive the emeritus or emerita title authorized by the Board of Trustees, and Academic Council members become Senior Members of the Academic Council with privileges of the floor and of service on committees, but without the right to vote or hold office. Emeriti may retain a campus home, retain Faculty Club membership, and receive free campus parking privileges. Eligible emeriti may also use the Tuition Grant Plan for any eligible children. Other benefits include participation in a University health plan, use of the libraries, and access to other facilities and services of the University. The availability and allocation of office or laboratory space and/or secretarial services varies by department and school; questions should be addressed to the department chair or dean.