

University of Wisconsin-Superior Policy
DESIGNATION OF EMERITUS/EMERITA STATUS

1. INTRODUCTION

- a. Emeritus/emerita status is an honor bestowed by the Chancellor in recognition of past contributions to the university. Emeritus/emerita appointments confer no monetary advantages, and are not granted automatically upon retirement. Emeritus/emerita status is limited to faculty, academic staff, limited appointees and University Staff permanently retiring from the University of Wisconsin-Superior.

2. ELIGIBILITY

- a. Emeritus status may be awarded to a retiring person who:
 - i. Is retiring permanently and eligible for the University retirement annuity;
 - ii. Has ten years or the full time equivalent of service to the University (ex: IAS who has taught 50% for 20 years; University Staff at 75% for 14+ years, etc.)
 - 1. Staff whose classification has changed (e.g. Classified who later becomes University staff, academic staff who becomes faculty or University Staff who becomes academic staff) may count total years of service, not just the years in the latter classification.
- b. Has been nominated by a colleague, unit, department, dean, or director for emeritus/a status in writing

3. NOMINATION PROCESS

- a. Faculty and/or staff must be nominated for emeritus/emmerita status
 - i. It is usual that emeritus/a be granted prior to retirement or within three months of the nominees official retirement date
- b. It is incumbent upon the person retiring
 - i. to make his or her wish to be considered for emeritus/emmerita status known
 - ii. to request a letter of nomination for the status by a director, unit, department, colleague or dean who knows their work
- c. Nomination should include:
 - i. Name of retiree being nominated, position, department, and their start date at the university
 - ii. Expected date of retirement (copy of retirement letter)
- d. If the nominee holds double or divided appointment with another department or unit, the nomination can come from either department or unit. It is not necessary for both departments or units to submit a nomination.

4. PROCEDURES FOR GRANTING EMERITUS/A STATUS

- a. For Faculty:

- i. Nominations for emeritus/a status are forwarded to the department for review and vote. Approved nominations are submitted to the Dean of Faculties and Graduate Studies who forwards the nomination, via the Provost, to the Chancellor.
 - ii. The Chancellor makes the final decision on granting emeritus/a status. Emeritus/a status will begin on the date of official retirement.
- b. For Academic or University Staff:
 - i. Nominations for emeritus/a status are forwarded to the Personnel Compensation Committee (academic staff) or the University Staff Senate (University staff) who forwards the nomination via the Provost, to the Chancellor.
 - ii. The Chancellor makes the final decision on granting emeritus/a status. Emeritus/a status will begin on the date of official retirement.

5. PRIVILEGES

- a. Award of emeritus/a status carries with it the faculty or staff members' title code at the time of retirement (e.g. Professor Emeritus/a, Academic Advisor Emeritus/a, or University Program Associate Emeritus/a). In addition the following privileges are provided:
 - i. Each emeritus/a may obtain one "Emeritus/a" staff ID card at no cost. Replacement ID cards will need to be paid for by the individual
 - ii. Access to JDH Library resources including: borrowing, Universal Borrowing, interlibrary loan, access to data bases/subscription resources locally or offsite (proxy access).
 - iii. Technology privileges such as continued email and campus wireless access.
 - iv. Access to campus recreation activities and MWC memberships at special rates set by Campus Recreation
 - v. Complimentary entrance University Theater productions.
 - vi. Complimentary entrance to UW-Superior Music concerts.
 - vii. Complimentary entrance to regular season Athletic events.
 - viii. Emeriti may apply for parking permits on the same basis as currently employed faculty or staff. Permits for unreserved areas shall be available at no cost or at a reduced rate (determined by Parking Services)
 - ix. Listing with the faculty, academic or University Staff in catalogs and in the university directory
 - x. Invitation to participate in public ceremonies such as commencements, academic processions, and other ceremonies as appropriate

6. CHANGES TO THIS POLICY

- a. Any changes being proposed to this policy must be forwarded to and approved by each of the governance bodies (faculty, academic staff, and University Staff) before changes can go into effect.