

11.7 Emeritus Status for Retirees

(Regents 12/10/71; amended 7/01; 6/05; 5/14; 9/16; 5/18; 4/2/19)

The status and title of "Emeritus" are not entitlements; rather they are conferred upon certain faculty and staff members, described below, who retire after having served the University under honorable circumstances for a significant period of time, or, in other cases, may be conferred by central administration or the Board of Regents, State of Iowa.

1. Definitions.
 1. "Retire" means to terminate service from the University and be eligible to immediately receive retirement benefits under any approved University retirement plan.
 2. "Regular faculty," when used in this section, means tenured faculty or salaried clinical, research, or instructional track faculty at any rank.
 3. "Research scientists" means assistant, associate, and research scientists.
 4. "Research engineers" means assistant, associate, and research engineers.
 5. "Librarian/Law Librarian" means those holding the job titles Specialist Librarian, Expert Librarian, Senior Librarian, Associate Director, and University Librarian.
 6. "Honorable circumstances" means that the faculty or staff member was not terminated for cause.
 7. "Significant period of time" normally shall be construed as 10 or more years of continuous service.
2. Automatic conferral of emeritus faculty status. The following shall be accorded emeritus faculty status automatically when they retire from the University under honorable circumstances, including Long Term Disability, after serving the University for a significant period of time: 1) regular faculty, and 2) central administrative officers, deans, and directors, provided they also hold regular faculty status.
3. Automatic conferral of emeritus staff status. The following shall be accorded emeritus staff status automatically when they retire from the University under honorable circumstances, including Long Term Disability, after serving the University for a significant period of time: 1) research scientists, 2) research engineers, and 3) Librarians/Law Librarians.
4. Permissive conferral of emeritus status.
 1. Presidents. Presidents who do not qualify for emeritus status automatically under paragraph b may receive emeritus faculty status, as appropriate, by action of the Board of Regents.

2. Upon the recommendation of the dean(s) of the college(s) in which the faculty member served and with the approval of the Executive Vice President and Provost, the following may be accorded emeritus faculty status:
 1. Regular faculty who retire or terminate their service to the University under honorable circumstances before having served a significant period of time;
 2. Non-regular faculty (e.g., adjunct faculty) of the rank of professor, associate professor, or assistant professor who terminate their service to the University under honorable circumstances after serving a significant period of time.
3. The Executive Vice President and Provost may grant emeritus faculty status to central administrative officers, deans, and directors who otherwise would be eligible for emeritus status under paragraph b, except that they retire or terminate their service to the University either before having served a significant period of time.
4. The Chief Human Resources Officer, in consultation with the Executive Vice President and Provost, may grant emeritus staff status to those who otherwise would be eligible for emeritus status under paragraph c, except that they retire or terminate their service to the University before having served a significant period of time.
5. In all cases recommended under paragraphs d(2), d(3), or d(4), the relevant administrator shall confer with appropriate faculty (e.g., Faculty Council, Emeritus Faculty Council) or staff (e.g., Staff Council) bodies and shall accord great weight to the opinions of those faculty or staff bodies before determining emeritus status.
5. Titles. The title conferred upon achievement of emeritus status shall be the last held before retirement followed by "Emeritus." For example, an Associate Professor would become Associate Professor Emeritus, an Adjunct Professor would become Adjunct Professor Emeritus, a Dean would become Dean Emeritus, an Assistant Research Scientist would become an Assistant Research Scientist Emeritus, and a Librarian/Law Librarian would become Librarian Emeritus. However, central administrative officers, deans, and directors, provided they also hold faculty status, may select either the administrative or faculty rank title followed by "Emeritus," regardless of whether they retire directly from the administrative position or return to the faculty before retirement. Those who retire to emeritus status may notify the University that they wish to use "Emerita," and the University will do so under circumstances in which it otherwise would use "Emeritus."
6. Process. Appointments to emeritus status (and deletions due to deaths) shall be included in the Register of Personnel Changes and shall be reported through appropriate channels for personnel changes to the Human Resources Office.
7. Revocation. The University may revoke emeritus status, however conferred, at any time for good cause.
8. Limitations. Conferral and revocation of emeritus status is not subject to review under any of the University's grievance procedures.

Dear EFC Colleagues,

On Wednesday morning, August 12, 2020, Frank Mitros and I met, via Zoom, with Lois Geist, Associate Provost for Faculty, to talk about “permissive conferral of emeritus status.” This meeting followed up on the letter I had sent, on behalf of EFC, to Provost Kevin Kregel, and I think we were able to cover all the main points in that letter and to get a good deal of clarity on this issue.

I started by asking Associate Provost Geist to walk us through the process by which the Provost’s Office deals with the requests for “permissive conferral,” and her description was helpful. She explained that her office essentially works with the request made by the college in question, passing through that request to EFC. If there were a serious “red flag” issue, the request for Emeritus status would not be sent on to us and the individual would not have Emeritus status conferred.

Moreover, she indicated that the request comes to EFC as the deciding body, and she added that normally she would not expect to overrule EFC’s opinion. Obviously, if a difference of opinion did exist, further conversation would take place. Geist’s comments were the clearest statement we’ve ever received about the weight placed on our deliberations and the seriousness with which the Provost’s Office takes them. EFC is not just rubberstamping an already-made decision.

Given the importance of our decision, I then suggested that it would be helpful if we had some more consistent guidelines about how we should work together. I asked that EFC should receive the necessary materials at least 2 weeks before our upcoming meeting, and Associate Provost Geist agreed that the time frame seemed reasonable; as she put it, there is normally not such a great urgency that would forestall waiting a little longer. I then pointed out that it was very important for EFC to have a clear sense not only of the faculty member’s research but of that person’s contributions to teaching and service. Associate Provost Geist expressed her willingness to create a short list outlining her expectations about the materials submitted, a list that that could be sent to the Associate Deans (normally the people who write the request letters).

In fact, she has already created that list, which I am attaching to this letter and **I ask that you get back to me with any comments you might have.** This is essentially a procedural matter, not a policy one, but it would be helpful to have the expectations be as clear as possible.

We also talked about why the emeritus status was being requested, and Associate Provost Geist spoke of the status as indicating a wish for connection to the University, as well as the importance of library privileges; I did mention the parking permit, but I think we all agreed that was not the main motivation. In a few cases, an impending gift to the University might be involved, but again, we should make our decision based on the work done here by the faculty member. We also brought up the question of whether there is any downside to conferring emeritus status on someone, but Geist suggested that was likely only in a case where everyone had missed something

seriously wrong that then later came out publicly. We raised the question because several of you have asked about the benefits of emeritus status, and we all agreed that, in addition to the library privileges and the parking permit (and the thrill of belonging to the Association of Emeritus Faculty), it's really a question of perception, and the wish to assert and maintain a close connection with the University.

We also touched briefly on a specific question that got raised last spring, namely the meaning of the rank "lecturer." As Associate Provost Geist defined it, a lecturer is essentially a pre-instructional track position; it normally comes with a contract for a given term, and can be renewed over and over again.

I look forward to hearing from you with any comments you might wish to make, including your sense as to whether we now have a clear picture of how to operate, or whether we need to talk further with the Provost's Office once the semester begins. My own sense is that we're now on the same page in terms of understanding how the process should work. I'm grateful for all the comments that individuals have made over the last few months regarding this issue, and I think we've made some real progress.

All the best, Miriam

Permissive Conferral of Emeritus status

When requesting the permissive conferral of emeritus status the following documentation is necessary to include prior to consideration:

Updated CV – must be from within the past year, should include all teaching, research and service

Letter from Dean or DEO that includes explanation of the following:

- Exact nature of appointment and percent effort
- What have been the contribution of the individual since arrival or during previous appointment
 - o Include all related to teaching, research and service as appropriate
- Does this person meet the expectations of the college for contributions within the three missions?

Related to other questions (in your email but not necessarily related to conferral of emeritus)

- All colleges with a non tenure track (research, instructional and clinical) have contract end dates and therefore have a renewal process. That process is defined in the Ops Manual

General EFC Practices in Responding to Provost's Solicitation of EFC's Opinion Before Acting on Requests for "Permissive Grants of Emeritus Status"

Section 11.7 of the University Operations Manual empowers the Provost to grant retiring faculty emeritus status. Regular faculty retiring "under honorable circumstances" after at least 10 years of service are automatically granted emeritus status.

The Ops Manual also authorizes the Provost to grant "permissive emeritus status" to retiring faculty members who do not qualify for an automatic grant of emeritus status. When a request is made to the Provost for the exercise of this special power, the Provost is required to confer with the relevant faculty "bodies". EFC is the relevant faculty body for advising the Provost on requests for an exercise of the power to grant permissive conferrals of emeritus status to retiring faculty members who do not qualify automatically for emeritus status. Under the Ops Manual, the opinion of EFC is to be accorded "great weight" by the Provost.

At the October 3, 2022 EFC meetings, at which EFC considered two requests for permissive grants of emeritus status, a discussion arose about what standards EFC should be apply in considering the request.. It was suggested there was a need to collect and put in writing EFC's past practices in responding to invitations from the Provost for its opinion about pending requests for permissive grants of emeritus status. The concerns underlying this suggestion were that there was a value in EFC's responses to the Provost being consistent over time, the recognition that requests for permissive grants of emeritus status are somewhat sporadic, and that there is regular turnover of EFC

membership so there will always be new EFC members who are unfamiliar with how EFC handles this special advisory responsibility.

What follows below is an attempt to state EFC's general past practices in advising the Provost on requests for permissive grants of emeritus status. The statement identifies five factors routinely taken into account by EFC in formulating its recommendation to the Provost.

FACTORS TO BE CONSIDERED BY EFC IN REVIEWING A REQUEST FOR A PERMISSIVE GRANT OF EMERITUS STATUS

1. Is the faculty member for whom the request is made retiring at a faculty rank or other academic status for which emeritus status is appropriate?
2. Is the retirement clearly under "honorable circumstances"?
3. Does the faculty member's CV reflect an academic career of satisfactory teaching, research and service to the University?
4. How close to the 10-year minimum time of service is the faculty member's time of university employment? (The closer to the 10-year minimum the more likely EFC's recommendation will be positive.)
5. Does the faculty member intend to continue be active professionally after retirement in ways that will benefit the university community?

If EFC approves this document, It is suggested that it be added to EFC's By-Laws as an amendment or otherwise placed in a permanent location where it is easily accessible to future EFC members.