



POLICY TITLE	Emeritus Status	Policy Number	366
Section	Human Resources	Approval Date	February 12, 2009
Subsection	Compensation and Benefits	Effective Date	February 12, 2009
Responsible Office	Office of the Vice President of Planning, Budget, and Human Resources		

1.0 PURPOSE

1.1 Emeritus status is an honor and recognition for retirees. Emeritus status provides linkage with the institution in order to promote continued development of the University, retain contact with those carrying significant university memory, and allow loyal retirees an opportunity to continue to enjoy some of the benefits of the University. In granting this status and associated benefits, the University recognizes the great advantages that accrue to the University by maintaining its association with excellent retirees. Emeritus status is not an entitlement nor is it to be used as an incentive for retirement.

2.0 REFERENCES

- 2.1** UVU Policy 351 *Annual Compensation and Benefits Plan*
- 2.2** UVU Policy 357 *Tuition and Fee Waivers for Employees, Retirees, and Dependents*

3.0 DEFINITIONS

3.1 Department: The department is the academic or administrative unit to which the retiree was attached during pre-retirement service at the University.

3.2 Emeritus status: Emeritus status is a continuing relationship, with accompanying benefits, offered by the University to retirees after the end of full-time employment. Emeritus status is sometimes termed “emeritus rank” in the case of faculty retiring with professorial rank.

3.3 Full-time benefits-eligible employee (FTBE): A salaried employee who works 75 percent or more full-time equivalent (FTE) hours annually.

3.4 Retired employee: An employee is considered to have official university retirement status when the employee discontinues FTBE employment as a faculty or staff employee of the University with a minimum of 10 years of service and is:



- 1) At least 57 years of age with a combined age and years of service that equals 75 or greater, or
- 2) Any age with at least 30 years of service, or
- 3) Age 62.

4.0 POLICY

4.1 Emeritus Status

4.1.1 To recognize salaried faculty and staff members who have made significant contributions to the University and retire in good standing, the University provides for emeritus status:

- 1) Faculty emeritus professorial rank shall be associated with the faculty member's professorial rank at the time of retirement, e.g., a faculty member retiring as associate professor would be eligible for the rank of associate professor emeritus.
- 2) Staff emeritus rank shall be associated with the full-time staff member's position title at the time of retirement.

5.0 PROCEDURES

5.1 Eligibility

5.1.1 Retirees shall be eligible for emeritus rank or status upon retirement from FTBE employment at the University, providing they have met the requirements of a retired employee as outlined in UVU Policy 357 *Tuition and Fee Waivers for Employees, Retirees, and Dependents* and this policy. Exceptions may be granted at the discretion of the appropriate vice president for retirees who have terminated their employment at the University for reasons beyond their control, such as illness or accident, before they have satisfied the years of service or age requirement.

5.1.2 Employees who retire prior to the effective date of this policy shall be eligible for nomination by their former department chair or supervisor following the procedures described below.

5.2 Procedure for Granting Faculty Emeritus Rank

5.2.1 Retiring faculty members shall be considered for emeritus rank by their department with a recommendation from the department chair. The department faculty shall meet and vote upon this recommendation within 120 calendar days of the retirement date. Upon majority vote of the full-time department faculty, with opportunity for absent members to vote, the recommendation,



including a statement about the nature of the faculty member's contributions, shall be forwarded to the dean.

5.2.2 The dean shall consider the recommendation and write a letter with recommendation for action (support, do not support) to the Senior Vice President of Academic Affairs (VPAA). A copy of the dean's letter shall be returned to the department chair and the dean shall forward the original letter to the VPAA within 30 calendar days of receiving the department's recommendation.

5.2.3 The VPAA shall confer or deny emeritus rank by letter within 30 calendar days of receiving the dean's recommendation.

5.3 Procedure for Granting Non-Faculty Emeritus Status

5.3.1 Upon retirement, staff members may be recommended by their supervisor to the vice president who oversees their area of employment for emeritus status. Such status should recognize significant contributions to the University. Supervisors shall recommend for or against granting retiree recognition within 120 calendar days of the retirement date.

5.3.2 The appropriate vice president shall confer or deny retiree recognition benefits by letter within 30 calendar days of receiving the supervisor's recommendation.

5.4 Appeals

5.4.1 A retiree denied emeritus status may appeal the decision in writing to the President or his or her designee within 10 calendar days of receipt of the vice president's letter.

POLICY HISTORY		
February 12, 2009	Approved for Policy Manual	UVU Board of Trustees
June 22, 2017	<i>Nonsubstantive change:</i> Reference to UVU Policy 351 <i>Annual Compensation and Benefits Plan</i> removed from section 2.0 as the policy was deleted from the Policy Manual	Policy Office