

Article 33: Emeriti Procedures

- 33.1 Academic staff members shall automatically receive emeriti status once they cease to be a member of the continuing, limited term, or contingent term academic staff, if they have:
- a) met the Early Retirement Date in accordance with the Universities Academic Pension Plan;
 - b) a minimum of ten years' service at the University of Calgary in a Continuing, Contingent Term, Limited Term or Senior Leadership Team appointment (see Article 33.2);
 - c) held an appointment at the University of Calgary at one of the following ranks: Associate Professor, Professor, Associate Professor (Teaching), Professor (Teaching), Associate Librarian, Associate Archivist, Associate Curator, Librarian, Archivist, Curator, or any of the ranks listed in Schedule A that does not have a three-tiered progression;
 - d) no discipline on file (in accordance with the sunset provision of Article 20.5); other than a Counselling Letter; and
 - e) not received any unsatisfactory performance assessments (i.e. a denial of PTR in the current assessment process, or a 0-U in the previous process) in the past ten years.
- 33.2 For the purposes of Article 33, service as a Senior Leadership Team member shall be recognized as equivalent to service as an academic staff member for any position where the incumbent held an academic staff position at the University of Calgary immediately before becoming a senior administrator, or where the GFC's "Procedure for Adding an Academic Appointment to a Senior Leadership Team Position" have been enacted prior to appointment. For all purposes where a Senior Leadership Team member's final service is in that capacity, the Provost shall act as the Dean-equivalent in this Article. In the case of the Provost being considered for Emeriti status, the President shall act as the Dean-equivalent.
- 33.3 Emeriti status, if granted, shall be at the rank last held by the academic staff member. Promotion to a higher rank shall not be considered on retirement. Exceptions may be considered by joint agreement of the Faculty Association and Provost.
- 33.4 The Dean or equivalent may waive the eligibility criteria in Article 33.1 in a given case and approve emeriti status for an academic staff member who does not meet all of the eligibility criteria set out in Article 33.1. In any case where the academic staff member has less than 10 years of service, the Dean shall ensure that the member's accomplishments are equivalent to what would normal be expected by a member who has a minimum of 10 years of service to the University of Calgary. In making this determination, the Dean shall give special consideration to an academic staff member's past service in the University as a Sessional Instructor. In no case may a Dean or equivalent waive the criteria if the individual has less than five years' service.
- 33.5 As soon as it becomes clear that an eligible academic staff member will not be continuing in a limited term, contingent term or continuing academic staff position Human Resources shall determine whether or not the academic staff member meets the criteria in 33.1. Where an academic staff member does not meet the 33.1 criteria, Human Resources shall consult with the Dean or equivalent to determine whether the Dean or equivalent intends to apply the provisions of Article 33.4. Human Resources shall then inform the academic staff

member whether or not they will be automatically given emeriti status as per Articles 33.1 or 33.4.

33.6 Where an academic staff member is informed that they will not be granted emeriti status as per Article 33.5, they may appeal to the Dean or equivalent in writing to reconsider this decision. The academic staff member shall provide appropriate evidence. Such an appeal shall be made within 20 Work Days of receiving the notice from Human Resources. The Dean or equivalent shall reply within 10 Work Days.

Should the Dean or equivalent's response be negative, the academic staff member shall be permitted to apply for consideration to the Promotion Review Committee ("PRC"), who may grant emeriti status. In such cases, special consideration should be given to an academic staff member's past service to the University as a Sessional Instructor. The decision of the PRC shall be considered final and binding and may not be appealed or grieved.

33.7 The documentation provided to the PRC in support of each case under Article 33.6 shall consist of:

- a) A cover letter of no more than three pages, outlining the academic staff member's contribution to the University of Calgary;
- b) an up-to-date curriculum vitae and/or teaching dossier, including a complete list of publications (or equivalent scholarly contributions) where applicable; and,
- c) any internal supporting recommendations the academic staff member wishes to provide

33.8 Notwithstanding that emeriti status does not confer academic staff status in and of itself, should the Governors intend to change any privileges or benefits provided to individuals holding emeriti status that exist as of the date this Article comes into effect, they shall provide the Association with at least six month notice of their intention to change such privileges and benefits.

33.9 Academic staff members granted emeriti status shall be provided the option to not have such status posted or referenced on any University website or listing if the affected individual chooses to keep such information confidential.

33.10 Whether "emeriti", "emerita" or "emeritus" is used as the title shall be at the discretion of the recipient.

33.11 The Faculty Association and the Provost and Vice-President (Academic) may jointly agree to grant emeriti status to academic staff members outside of these procedures.

33.12 In special circumstances, an individual who has made a major contribution to the academic program of the University of Calgary but who does not meet all of the eligibility criteria set out in this Article may be recommended for emeritus status.

33.13 Former academic staff who currently hold emeriti status may have the rank associated with that title changed to correspond with current titles in the Collective Agreement for the same position upon request (e.g. those who have emeriti status as an Instructor or Senior Instructor may have their title changed to Assistant or Associate Professor (Teaching) emerita/emeritus). The change in rank title shall automatically be granted upon the request of the former academic staff member.