

Complete Policy Title:
Relations of Retired Faculty with the University

Policy Number (if applicable):

Approved by:
Senate

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Responsible Executive:
Provost and Vice-President (Academic)

Enquiries:
[University Secretariat](#)

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Clinical Faculty should refer to the Financial Policies and Procedures Manual (see "Relationships between Retired Faculty Members and Regional Medical Associates").

Traditionally, University faculty members have perceived themselves less as employees of the University than as partners with their colleagues and with the administration in a joint academic venture. A natural corollary of the lifetime commitment of a faculty member to the University is the expectation that he or she will be a welcome and contributing member of the University community, even after formal retirement has occurred. The University's treatment of retired faculty should be consistent with this expectation. To do otherwise is to ignore the substantial resource provided by the wisdom and creativity of those whose age has determined that their income shall be derived from a pension plan rather than from BIUs. It is nonsense to assume that a person who was a creative scholar or scientist at 65 should suddenly lose his or her creativity at 66, or even 76. On the other hand, we all recognize that failing health may eventually overtake all of us and undermine our effectiveness. The problem of the University is to devise regulations which are sensitive to these facts and which maximize the opportunities for continuing contributions that can be made by retired faculty.

It is inevitable that certain personnel policies of a large university reflect the practices of other large employers. Yet the university is quite a different sort of institution, and any set of regulations based on the assumption that all faculty members

will cease to have an interest in the university and the scholarship for which it stands as soon as they reach the age of retirement is unresponsive to reality.

It must, however, be recognized that the severe competition within the University for all available space has consequences for all faculty, whether they are retired or not. As a consequence, it may not be possible for the University to be as generous as it would wish in providing office and research space to the retired members of the University community. The needs of retired faculty vary widely. At one end of the spectrum we may have a retired professor who is a more active scholar or research scientist than many of his non-retired colleagues. At the other extreme, we find the retired professor who has severed all his connections with the University community. Moreover, the needs of retired faculty inevitably change from one year to the next. This suggests that the only reasonable way for the University to deal with its retired faculty members is to treat each case on its merit, and to have an understanding that all arrangements shall be reviewed annually with the faculty members concerned. Given this situation, we can set down a few general guidelines as a basis for the annual review that should be initiated by the chair of the faculty member's department or the dean of the Faculty, whichever seems appropriate.

GUIDELINES

1. GENERAL ASSURANCE OF WELCOME

Retiring faculty should be assured that although retirement alters the contractual obligations between them and the University, it in no way implies that retired faculty will be discouraged from participation in the intellectual and social life of the campus; indeed, such participation will be encouraged to the extent that the faculty member desires. Every retired faculty member shall have an ID card which allows full use of the Library, Bookstore, the sports facilities, and the Faculty Club, etc., at least on the same basis as employed faculty. Any more favourable arrangements, however, that have been extended to retired faculty for the use of these facilities shall be included as additional benefits.

2. SPACE ASSIGNMENTS

The first priority for the use of space on campus must be to further the twin objectives of teaching and research. Related to these is the provision of space to develop an atmosphere conducive to good relationships among staff, students, faculty and visitors. From the point of view of faculty, space assignments fall into two categories: office space and laboratory research space. In both categories, the needs of employed faculty will have priority over those of retired faculty.

- a. **Office Space.** The University should do its best to provide, on the basis of need, suitable office space for retired faculty. For the very active scholar, this implies a private office of modest size. For the less active retired faculty member, it implies only an identifiable location on campus. This

might be provided through a table in the office of a congenial colleague, or an office shared with a post doctorate fellow, a teaching assistant, or other retirees. The arrangement should be negotiated between the parties concerned and reviewed annually with the departmental chair or, where appropriate, with the Faculty dean.

- b. **Research Space.** The University should do its best to provide suitable research space to retired faculty using the same sort of criteria as are used for active faculty. These criteria include the number of graduate students and technicians involved in the programme, the physical size of the equipment being used, and the degree of outside research funding available. Again, whatever arrangements are made should be reassessed annually by the department chair or Faculty dean, as appropriate.

3. DEPARTMENTAL AFFILIATION

All faculty members who retire from the University with the rank of Professor are entitled to the designation "Professor Emeritus (Senate decision, June 12, 1974). It is assumed that retired faculty members will continue to be members of the same department with which they were affiliated prior to retirement. This would include on an informal basis a continuing associate membership in other departments, but there would be no point in continuing the formal system of term re-appointments after retirement. However, in those cases where a retired faculty member is acting as a principal supervisor of graduate students, the consent of the Dean of Graduate Studies must be obtained. The chair concerned and the faculty member should determine annually how active a role the member intends to play in the department, as this could affect the volume of material circulated to him/her.

4. PARKING

Since this document was approved, arrangements have been made to provide courtesy parking on our campus for all retired members of our faculty. If a retiree wishes to take advantage of this privilege, a permit application form can be obtained from the Parking Office in the E.T. Clarke Centre.

5. APPROVALS PROCESS FOR GRADUATE SUPERVISION

When a faculty member retires -- either through early or mandatory retirement -- and subsequently wishes to supervise graduate students (Master's and Ph.D.), that individual shall submit an application form for each new supervision proposed. A full *c.v.* is not required; one page which lists recent major publications, conference presentations, and honours is sufficient. The faculty member and the chair of the department will be notified of the decision by the Dean of Graduate Studies.