



Introduction

Emeritus/a status is an honorary designation conferred upon University of Wisconsin-Whitewater (UWW) retirees to recognize their contributions and accomplishments over their university careers. It is available to University Staff employees provided they meet the eligibility requirements detailed below. Individuals interested in being considered for emeritus/a status are encouraged to review eligibility criteria while investigating retirement options. Policies related to the statuses conferred on retired Faculty and Academic Staff can be found elsewhere.

Compliance with Board of Regents Policy

In compliance with Board of Regents Policy 20-26, each UW Chancellor is authorized to grant an emeritus title to any faculty or staff member at their respective institution under the following conditions:

- The designee has engaged in exceptional, distinguished service to the UW institution. The title shall not be awarded as a matter of due course and shall not be granted automatically upon retirement.
- The designee has held a permanent position with the institution for a minimum of ten years.
- The designee is retiring from his or her position with the UW institution.

Eligibility

Any person being considered for Emeritus/a status must meet the following criteria:

- Candidate must be an employee with UWW who is permanently retired and is eligible to activate an annuity from the Wisconsin Retirement System (WRS).
- Retired from UWW after 10 or more years of service.

Exceptions

An exception to the above requirements must originate at the department/unit level or its functional equivalent and be forwarded through the same approval process as outlined in the Process of Conferral section below. Recommendations for exceptions must include rationale for exception in addition to the other required information outlined in the Process of Conferral section below.

Process of Conferral

1. Letter of recommendation drafted and approved by the home department/unit to include:
 - Retiree's name
 - Retiree's years of service to UWW
 - Retiree's retirement year
 - Retiree's home department (author of the recommendation)
 - Recommendation to the Chancellor that the title of Emeritus/a status be conferred on the retiree
 - Distinguished service to the department/unit and/or UWW
 - Distinguished service to the profession
 - Distinguished service to the community
 - Awards and recognitions received by the retiree
2. Letter of recommendation submitted to Dean/Director for approval
3. Letter of recommendation submitted by Dean/Director to University Staff Council Chair
4. Vote by University Staff Council (date of conferral)
5. Resolution and Decision submitted by University Staff Council Chair to the Office of the Chancellor
6. Letter of Conferral sent from Chancellor to new Emeritus/a person, Alumni Office, and University Staff Council



7. Emeritus/a's information (with conferral date, resolution, and conferral letter) added to official database kept by the Alumni Office
8. Emeritus/a's information sent by Alumni Office to all relevant privilege-granting offices/units
9. Future information requests would go to Alumni Office (event invitation lists, etc.)

Revocation of Emeritus Status

An emeritus title is generally awarded for a lifetime, but it may be terminated for cause. The Chancellor, in consultation with the University Staff Council, shall develop a procedure that utilizes the University Staff Council Grievance Subcommittee to review the revocation of emeriti status.

Administration of Emeriti Data

Data records related to emeritus/a population will be managed by the Alumni Center. Data will include: name, contact information, dates of employment, date of conferral of emeriti status, emeritus/a resolution, letter of conferral.

Privileges

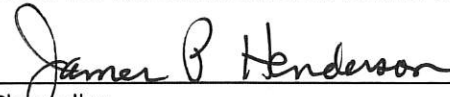
In general, a UW System institution may not provide an individual granted an Emeritus/a title any salary, emolument, or special privilege that would exceed the privileges available to active employees in the same classification at the institution.

The Chancellor publishes the emeritus/a privileges and sends that list to appropriate governance groups. See Exhibit I for the list of privileges.

UNIVERSITY STAFF PERSONNEL RULES: EMERITUS POLICY, 01 FEBRUARY 2022 VERSION:

Approved by University Staff Council: February 3, 2022
Effective Date: March 1, 2022

ACCEPTED AND APPROVED ON BEHALF OF THE UNIVERSITY


Chancellor

2/18/22
Date


Vice Chancellor for Administrative Affairs

2/18/2022
Date


Chief Human Resources Officer

2/17/2022
Date


Chair, University Staff Council

2/4/2022
Date



Exhibit I

Immediate Privileges for Retired Employee from UW-Whitewater

Privileges	Providing Unit
Technology Access (System Administration Procedure #1030.A Section VII , requires annual account activity, annual completion of security awareness training, and annual verification of affiliation.) NetID – Email & Wi-Fi	ICIT
Retired Employee HawkCard	HawkCard Office
Retired Employee Status Library Privileges (with HawkCard)	Library
General Access to William Center Fieldhouse & Pool (with HawkCard)	Rec Sports
Employee Pricing on Williams Center Memberships to access the weight room (with HawkCard)	Rec Sports
Adults who are 60 years old or older and residents of Wisconsin can audit classes for free, space allowing, according to the Registrar's Office Audit Policy.	Registrar
Associate Permit Pricing – Orange and Brown Lots, Sept. 1 – Aug. 31 of each year (with HawkCard)	Parking Services



Additional Immediate Privileges for UW-Whitewater Emeriti

Privileges	Providing Unit
Emeritus HawkCard	HawkCard Office
Inclusion in a database managed by the Foundation Office	Foundation Office

Additional Benefits for UW-Whitewater Emeriti (Available Upon Request)

If the Emeritus/a would like to utilize the additional benefits available to them, they should contact the Alumni Office and provide the following information.

- Emeritus/a's name
- Emeritus/a's retirement year
- Emeritus/a's campus ID# (listed on HawkCard)
- Specific benefits requested

Relevant information will then be transmitted to other relevant offices/units.

Privilege	Providing Unit
All Sports Passes – 1 laminated pass for all Warhawk regular season sporting events (good for 2 admission)	Athletics
Young Auditorium Performances – First year free “Contributor Level” Membership	Young Auditorium
Our best effort will be made to accommodate your request to enroll in Learning Technology Center workshops, space allowing	Learning Technology Center/ICIT
Ability to enroll in the Learn Center events, workshops and book groups, space allowing	Learn Center
Contact the Alumni Office if you would like an invitation to University Events (Holiday Party, Awards Ceremonies, etc.)— upon discretion of the hosting department	Hosting Units
Receive Warhawk Weekly & Warhawk Pride Emails	University Marketing & Communications
Contact the Commencement Committee for opportunities to participate or Volunteer in Commencement (and similar ceremonial functions)	Commencement Committee