Emeritus/emerita status is an honorary designation conferred upon UW-Eau Claire retirees to recognize their contributions and accomplishments over their university careers. It is available to faculty, academic staff and classified staff provided they meet the eligibility requirements detailed below. Individuals interested in being considered for emeritus/emeriti status are encouraged to consider seeking department or unit support while investigating retirement options. Further information is available at:

Classified Policies and Procedures – Located in an appropriate Chapter at http://www.uwec.edu/hr/Forms/ClassifiedHandbook.pdf

Unclassified Policies and Procedures - Located in an appropriate Section at http://www.uwec.edu/AcadAff/policies/Faculty-and-Academic-Staff-Rules-and-Procedures.htm

Eligibility
- Must be an employee with the University of Wisconsin-Eau Claire who is permanently retired and is eligible to activate an annuity from the Wisconsin Retirement System (WRS).
- Retiree must meet one of the following years of service requirements:
  - Completed a minimum of 20 consecutive years of distinguished service at the University of Wisconsin-Eau Claire
  - Completed 20 years of collegiate service, 10 of which must have been in this institution just prior to retirement or 20 years of service to the education profession, at least 15 of which have been in this institution just prior to retirement.
  - Completed 20 years of service as an employee of the state of Wisconsin, 10 years of which has been at this institution just prior to retirement.

Application Procedure
Emeritus status is conferred automatically if the above criteria have been met. The Resignation/Retirement form which includes the department/unit support of emeritus status, the initial employment date and final employment date must be submitted along with a copy of the letter of retirement.

Exceptions
The recommendation for an exception must originate at the department level or its functional equivalent and be forwarded to the Chancellor or their designate for final approval.

Recommendations for exceptions should be accompanied by a brief narrative summary citing the professional accomplishments, record of university service and rationale for exception and must have Dean or director-level approval.

While recommendations may be submitted throughout the year, emerita/emeritus status will be conferred annually at the UW-Eau Claire Service Awards reception, typically held in May.

Privileges of Emeritus/Emerita Status
- Receive a Certificate of Recognition signed by the Chancellor and the individual’s administrative head
- Receive a university gift engraved with the date of conference of emeritus/emerita status
- Automatically be added to the ID authorization file; other retirees who wish to continue using university facilities will be authorized only by special request to the Human Resources Office. UW-Eau Claire identification cards must be retained to use the University libraries and recreational and other facilities.
- Receive an Emerita/Emeritus Parking Permit authorization through the Chancellor’s office. (Available only to those who are fully retired. An emerita/emeritus who retains any type of employee status with the university must purchase the appropriate parking permit through the regular process.)
- Retain listing in UW-Eau Claire electronic directory.
- Invitation to the annual University Service Awards reception.