

Policy Title:

SUNY Cortland Retirement Privileges Policy

Purpose:

[SUNY](#) offers a variety of resources, organizations, and discounts for those retiring from SUNY Service and, as one of SUNY Cortland's most valuable resources and friends, it is the hope that you will continue to be involved with the life of our university in a way that is appropriate to your interests and needs.

The purpose of this policy is to define the various privileges available for all faculty and staff retiring from SUNY Cortland, including specific guidelines for awarding emeritus status and further define the process of discretionary privileges ordained with such status. This policy serves to ensure the outlined SUNY Cortland privileges will be granted and continued accordingly to all eligible faculty and staff.

Definitions:

Retiree Privileges - A retiree eligible for SUNY Cortland privileges for the purpose of this policy will include:

- Those employees who have reached 55 years of age
- Employees with at least ten years of service at SUNY Cortland
- Those employees retiring in good standing with SUNY Cortland

Emeritus Status - A retiree eligible for SUNY Cortland privileges shall also be eligible for emeritus status for the purpose of this policy will include:

- All tenured faculty
- Full-time lecturers
- All professional and M/C staff who have represented the university for at least ten years and retired as a department head or higher

Emeritus Status:

- Those who retire in good standing from SUNY Cortland are eligible for emeritus status pursuant to the Policies of the Board of Trustees (Article XV, Title D). Upon review and approval of the President the designation of "Emeritus" or "Emerita" term shall be appended to the title of their academic or administrative post after the time of retirement.
- Eligibility for emeritus status will be reviewed by the president upon receipt of the employee's letter of intent to retire.

Privileges Associated with Emeritus Status:

- Continued use of SUNY ID card, with a SUNY Cortland Retired Emeritus Faculty/Professional Staff ID card
- Participation in emeriti social functions hosted by the president

- Participation in Commencement, Honors Convocation, transformations, the President's Opening Meeting, and other special events
- Purchase of a campus parking permit at the same registration fee paid by full-time employees
- Fitness facilities membership for the same fee paid by full-time employees
- Campus parking permit available for the same registration fee paid by full-time employees
- Access to campus email, on-campus network access and the library
- Access to all facilities that are free to full-time employees
- Priority for teaching on a part-time basis for emeriti faculty, depending on departmental needs and academic preparation
- Participation in special travel programs available to the university
- Participation in computer and technology workshops as well as other faculty development workshops, on a space available basis
- Eligibility to audit a course at SUNY Cortland, on a space available basis with permission of the instructor
- Entry to SUNY Cortland athletic and theatre events at the same discounts as full-time employees

Emeritus Discretionary Privileges: *(These are usually only granted to those who continue to work on advising, grants, and/or research. A formal request, including a justification and a specified time period, is required for such privileges)* [*Emeritus Discretionary Privileges Form \(Appendix A\)*](#)

- Campus work space in an office, research facility and/or library as approved and available
- Authorization to apply for and continue to work on grants for SUNY Cortland
- Continued use of university equipment, for example, laptop, tablet, PC, etc.
- Card access/keys to buildings and/or specific rooms on campus

Designated Privileges for retired SUNY Cortland Professional Staff: *(All persons occupying positions designated by the Chancellor as being in the unclassified service.)*

- Continued use of a SUNY Cortland ID, with a SUNY Cortland Retiree card
- Access to all facilities that are free to full-time employees
- Access to campus email, on-campus network access and the library
- Fitness facilities membership for the same fees paid by full-time employees
- Campus parking permit available for the same registration fee paid by full-time employees
- Eligibility to audit a course at the university, on a space available basis with permission of the instructor
- Entry to SUNY Cortland athletic and theatre events at the same discounts as full-time employees
- Participation in computer and technology workshops as well as other professional development workshops, on a space available basis

Designated Privileges for retired SUNY Cortland Classified Staff:

- Continued use of a SUNY Cortland ID, with a SUNY Cortland Retiree Card

- Access to all facilities that are free to full-time employees
- Access to campus email, on-campus network access and the library
- Fitness facilities membership for the same fees paid by full-time employees
- Campus parking permit available for the same registration fee paid by full-time employees
- Entry to SUNY Cortland athletic and theatre events at the same discounts of full-time employees
- Eligibility to audit a course at the university, on a space available basis with permission from the instructor
- Participation in computer and technology workshops as well as other professional development workshops, on a space available basis

Related policies and forms:

- [Emeritus Discretionary Privileges Form \(Appendix A\)](#)
- [Phased Retirement Program and Policy](#)
- [Resignation and Separation Policy](#)

Approved by President's Cabinet October 17, 2016, Updated Feb. 1, 2021

Distribution:

President's Advisory Council
HR Policies and Procedures Website