

Information for Faculty Considering Retirement

Phased Retirement Plan

A faculty member who wishes to retire should notify his or her department chair at least six months in advance of the date of retirement.

Tenured faculty who wish to reduce their effort and “phase out” of full-time work in the period leading up to retirement may be eligible to choose a special phased retirement arrangement:

<https://www.brown.edu/about/administration/provost/sites/provost/files/PHASED%20RETIREMENT%20Options.2017.pdf>

Special phase-out arrangements may also be available for Senior Lecturers.

If you have questions about retirement options, please consult Elizabeth Doherty (863-7845; elizabeth_doherty@brown.edu)

After retirement

Appointment as Professor Emeritus/Emerita

Tenured faculty and other faculty holding the rank of Professor are recommended to the Corporation for appointment as Professor Emeritus or Professor Emerita following retirement. They remain members of the faculty of Brown University with all the privileges of that rank except:

- they are no longer tenured, if they previously were;
- they do not receive pay from the University unless they also hold an adjunct, research, teaching, or visiting appointment;
- they are not voting members of the faculty.¹

Please see Chapter 14 of the [Handbook of Academic Administration](#) for details, including guidelines for participation in departmental affairs following retirement:

The appointment as Professor Emeritus/a is considered an “active” appointment and as such the retired faculty member:

- holds a Brown i.d. card
- has a Brown e-mail account
- retains Library privileges, including building access, borrowing, and access to electronic resources from any location
- may contact the CIS Help Desk for assistance with computing needs, and may download software subject to the terms of Brown licensing agreements

¹ *With the exception that emeritus professors who also hold a Faculty or University Committee assignment to which they have been elected by the Faculty and/or a teaching assignment shall have voting rights.*

Medical Insurance

Eligible retirees may elect to join group health and/or dental insurance plans sponsored by the University. See:

<http://brown.edu/about/administration/human-resources/benefits/health-insurance/retiree-health-and-dental-insurance>

Faculty Club

Appointment as Professor Emeritus/Emerita entitles the retired faculty member to free membership to the Faculty Club. The Club also has a small lounge available for their use:

<http://www.brown.edu/campus-life/housing-and-dining/dining-services/faculty-club/emeriti-lounge>

Athletics/Recreational Facilities

Retired faculty are able to use Brown's recreational facilities at no charge. Apply at:

https://payment.brown.edu/C20460_ustores/web/product_detail.jsp?PRODUCTID=1223&SINGLESTORE=true

Parking

Retired faculty who are assigned a parking space in a University lot may keep it on a space-available basis. Please note that if there is no paycheck issued by Brown, payment arrangements must be made directly with the Parking Office. Free parking is available for retired faculty in Lots 9 (Meeting Street) and 42 (Brook Street). Applications are available at:

https://www.brown.edu/about/administration/transportation/sites/brown.edu/about/administration/transportation/files/uploads/Emeritus%20Application%202017_0.pdf

[Please note that you may have to copy and paste links into your browser.]