



Memorandum: Update Regarding Retired and Emeritus Faculty  
Date: Fall 2020<sup>1</sup>

At Swarthmore, emeritus status is bestowed on tenured faculty members who retire as full professors<sup>2</sup>. (Exceptions to this practice should be brought before the Committee on Promotions and Tenure for consideration.) A career of scholarship, teaching, and service signal a relationship to the College that does not end abruptly upon retirement. Ideally, all retired faculty remain in positive relationship to the College. And the College remains supportive of the continued research and creative endeavors of Emeritus faculty, as well as their relationship with colleagues, and, where appropriate and as they are able, as mentors to students.

*All tenured full professors who retire have the privilege of emeritus status upon their retirement.* In the past, the College was occasionally able to offer emeritus faculty office, studio, or laboratory space. Regrettably, that is no longer the case. Emeritus status allows retired faculty who achieved the rank of full professor to retain concrete perquisites that include the retention of their College email address, use of the College as a postal address, use of the College's libraries along with borrowing privileges and access to special collections, and use of the physical education and athletics facilities as long as they are open and available, and not fully occupied by enrolled students and currently employed staff and instructional staff.

*All retiring faculty may, regardless of rank at retirement, request status as a senior research scholar.* That designation is approved at the discretion of the Provost. (See below from the *Handbook for Instructional Staff*.) All retired faculty may seek guidance and assistance from the Office of Sponsored Programs (OSP). The OSP will only be able to provide assistance when they do not have competing responsibilities to current instructional staff. Retired faculty may also continue to spend down any existing research funds, endowed chair funds, or travel funds for a period of up to five years after retirement, or until these funds are depleted, whichever occurs first. *Retired faculty, including Emeriti, are reminded that the College's first commitment in terms of any kind of support is to currently employed instructional staff.*

From the *Handbook for Instructional Staff*:

Faculty who are about to retire, or who have already done so, and who plan to continue professional projects may request approval to identify themselves as a "Senior Research Scholar, Swarthmore College" for a three-year term. Request for this designation may be made by letter to the Provost. A term may also be renewed following a brief report of accomplishments and future plans. This title will not carry financial benefits or special

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<sup>1</sup> This memo, first published Fall 2020, may be revised for clarity as needed

<sup>2</sup> Associate professors who have served in rank for at least 12 years may also be considered

services or office space beyond what is already provided for emeritus faculty.

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The College attempts to provide private office space for all [currently employed] full-time instructional staff members.

The Facilities Management Department provides bookcases, a desk, desk chair, side chair, wastebasket and clothes tree.

Swarthmore's strength and resiliency are thanks to the many people who support it financially, take their responsibilities to co-govern it seriously, and work hard to provide and support a rigorous and creative curriculum under the guidance of a devoted and high-achieving faculty, generations of extraordinary students, a staff that is hardworking and expert, and a Board of managers that combines the work of oversight, wisdom, and philanthropy. Each year, as faculty join us and others retire, it is the continuity of our relationships that contribute to this enduring educational experiment began by Hicksite Friends in 1864.

Respectfully submitted,

A handwritten signature in cursive script that reads "Sarah Willie-LeBreton".

Sarah Willie-LeBreton  
Provost and Dean of the Faculty