

1. Rights and Privileges in Retirement

Research Professor Appointments

In accordance with FAS policies, the title “Research Professor” is available to individuals eligible for, or already holding, *emeritus/a* status. This title can be held for the five years immediately following retirement. Individuals who prefer this title, in lieu of the regular title of Professor *Emerita* or Professor *Emeritus*, should write to the Dean for Faculty Affairs and Planning annually to state their planned research activities for the coming year.

Research professorships differ in name only from traditional *emeriti* titles. Both positions enjoy the same privileges and benefits. In one case, the title would be John Harvard Professor of Colonial American History, *Emeritus/a*, and in the other, John Harvard Research Professor of Colonial American History.

Teaching

After retirement Professors *Emeriti* may teach one four-credit course per academic year from one of the following venues, provided there is a curricular need and is approved:

1. *Emeriti* may offer Freshman Seminars and should visit the following site to propose a seminar: <https://freshmanseminars.college.harvard.edu/how-apply>; or,
2. *Emeriti* may offer departmental courses at the invitation of the department chair and with approval by the divisional dean; or,
3. *Emeriti* may offer courses through the Division of Continuing Education, with approval of DCE

An honorarium is paid for course instruction. The level of this honorarium is determined annually by the FAS administration.

At the invitation of departments or concentrations, *Emeriti* are also welcome to offer individual or group tutorials and may supervise undergraduate theses.

Principal Investigator Eligibility

Professors *Emeriti* have Principal Investigator and Co-Principal Investigator Rights, so long as they adhere to all FAS policies.

Graduate Advising

Professors *Emeriti* are welcome to continue to work with graduate students already under their supervision, although they may not take on newly enrolled students after retirement.

Professors *Emeriti* are also welcome to conduct general examinations for continuing and newly enrolled graduate students.

Library Privileges

Professors *Emeriti* have continued access to all libraries and online resources. In addition, they may sponsor up to three individuals for the privilege of research assistant.

Email and IT

Professors *Emeriti* maintain FAS email accounts and network access. They may continue to make use of services provided by FAS IT, including desktop support, research computing, hosting, and other services as needed while working in space provided by the FAS. They also continue to be able to use their Harvard ID card to make use of Harvard’s computer and associated purchase programs.

Space

Offices and Library Studies

Professors *Emeriti* are provided with office space (although not necessarily that which they occupied before retirement) for traditional academic and pedagogical purposes, within departmental and divisional guidelines. If faculty have a library study at the time of retirement, the FAS considers that as office space. Retired faculty ordinarily do not have both a departmental office and a library study during retirement. Use of library studies will continue to be governed by the rules of the Committee on Library Studies, which include continued, active engagement in library research.

Every effort will be made to allow *Emeriti* who are actively engaged in library research to continue to use the studies they held at retirement, but under some circumstances, they may be asked to transfer to other studies.

As with other members of the faculty, study-sharing arrangements and short-term loans (when *Emeriti* are temporarily away from Cambridge) are made in consultation with the Committee on Library Studies.

All other library study regulations and protections that apply to the full-time faculty also apply to Professors *Emeriti*.

Laboratories

The FAS welcomes the continued research activity of Professors *Emeriti*. The allocation of laboratory space will be based on the policies of the academic divisions or the Harvard John A. Paulson School of Engineering and Applied Sciences. Space considerations being satisfied, Professors *Emeriti* may continue their research, primarily with postdoctoral collaborators, funded by research grants.

Research and Administrative Support

Research support

Upon retirement, previously accumulated funds in the faculty member's FAS research account continue to be available to Professors *Emeriti*.

Professors *Emeriti* continue to enjoy the right to secure funds for sponsored research. Although the University places no restrictions on the source of funds, academic divisions or SEAS may do so as part of their oversight of sponsored research. For example, academic divisions or SEAS may wish to establish the principle that Professors *Emeriti* can accept only peer-reviewed sponsored projects.

Administrative support

Although Professors *Emeriti* ordinarily do not continue to have access to personal administrative support, they may make use of departmental resources to help prepare letters of recommendation for students and former students. Other administrative needs may be addressed at the discretion of the department.

Departmental and Other Administrative Service

Professors *Emeriti* are welcome to attend FAS Faculty Meetings as guests.

Professors *Emeriti* continue to receive newsletters, catalogs, and Faculty-wide mailings (unless they request that their names be deleted from the mailing list) and to be invited to departmental colloquia, lectures, and professional and social functions.