MEMORANDUM

TO: Randolph Moore
    Chair, Board of Regents

VIA: David Lassner
     President

FROM: Risa Dickson
      Vice President for Academic Affairs

SUBJECT: PROPOSED AMENDMENT TO BOARD OF REGENTS POLICY 9.211 RELATING TO EMERITUS/EMERITA TITLE

SPECIFIC ACTION REQUESTED:

It is requested that the BOR approve the proposed revision to Board of Regents policy 9.211, Health Fund, Retirement and Other Benefits, section III (A) (3), relating to emeritus/emerita titles.

RECOMMENDED EFFECTIVE DATE:

Upon BOR approval.

ADDITIONAL COSTS:

Emeritus/a faculty have borrowing privileges at UH libraries and at the discretion of the institution, are allocated office space and parking depending on available resources. UH Mānoa emeritus/a faculty, in addition to the above benefits, may receive discounts to athletic events, Kennedy Theater, Outreach College and Leisure Center activities and rentals. The estimated cost of a parking pass at UH Mānoa is $580/year.

PURPOSE/BACKGROUND:

The purpose of this policy is to honor well qualified and respected retired UH faculty members and executives. The policy also establishes the guidelines and procedures for the awarding of the emeritus/emerita title.

The proposed revision to Board of Regents policy 9.211, Health Fund, Retirement and Other Benefits, section III (A) (3), relating to emeritus/emerita titles, is to delegate to the
President the approval of emeritus/emerita titles that meet the criteria outlined in the policy. The Board of Regents retains approving authority for all other requests upon recommendation of the President.

The rationale for the request is to provide a more timely review of requests for emeritus/emerita titles. Since individuals for whom this title is requested are likely to continue to contribute to the University, a timely awarding of the title will facilitate their efforts with, if available, parking, library and possible office space privileges. An annual report will be submitted to the Board for the awarding of emeritus/emerita titles under this delegation of authority.

The accompanying executive policy will also be revised and is attached for your information.

**ACTION RECOMMENDED:**

It is recommended that the BOR approve the proposed revisions to Board of Regents Policy 9.211, Health Fund, Retirement and Other Benefits, section III (A) (3), relating to emeritus/emerita titles.

**Attachments:**

1. Proposed revisions to Section 9-11, Chapter 9 Personnel, BOR Policy, tracked changed format
2. Proposed revisions to Section 9-11, Chapter 9 Personnel, BOR Policy, clean version
3. Proposed revisions to Executive Policy E9.209 Awarding of the Emeritus/Emerita Title

**c:** Cynthia Quinn, Executive Administrator and Secretary of the BOR
Debra Ishii, System Director, Office of Human Resources
Proposed Revisions (Track Changed Format)

Regents Policy 9.211 Chapter 9 - 11-c

a. Emeritus/Emerita Title.

(1) The emeritus/emerita title is an honor bestowed by the Board upon retiring or retired faculty members in recognition of dedicated and honorable service rendered to the University and to administrators who have made exceptional contributions to the University and provided long and distinguished service, and who are recognized as distinguished leaders in their profession.

(2) The emeritus/emerita title is conferred to those persons retiring from the University with the rank of full professor or its equivalent or in the position of vice president or chancellor for five or more years to the University at that rank or position.

(3) Individuals holding equivalent or higher positions, who report to the Board, may be considered by the Board for the emeritus/emerita title using the above criteria.

(4) An individual may be awarded only one emeritus/emerita title from the University.

(5) The Board of Regents delegates to the President approval of the emeritus/emerita title to individuals who meet the criteria established in this policy.

(4)(6) Requests for emeritus/emerita title for individuals who do not meet the stated criteria but are otherwise qualified may be forwarded to the Board for consideration.
Proposed Revisions

Regents Policy 9.211
a. Emeritus/Emerita Title.

(1) The emeritus/emerita title is an honor bestowed by the Board upon retiring or retired faculty members in recognition of dedicated and honorable service rendered to the University and to administrators who have made exceptional contributions to the University and provided long and distinguished service, and who are recognized as distinguished leaders in their profession.

(2) The emeritus/emerita title is conferred to those persons retiring from the University with the rank of full professor or its equivalent or in the position of vice president or chancellor for five or more years to the University at that rank or position.

(3) Individuals holding equivalent or higher positions, who report to the Board, may be considered by the Board for the emeritus/emerita title using the above criteria.

(4) An individual may be awarded only one emeritus/emerita title from the University.

(5) The Board of Regents delegates to the President approval of the emeritus/emerita title to individuals who meet the criteria established in this policy.

(6) Requests for emeritus/emerita title for individuals who do not meet the stated criteria but are otherwise qualified may be forwarded to the Board for consideration.
Viewing Policy RP 9.211

Title
Health Fund, Retirement, and Other Benefits

Header
Regents Policy Chapter 9, Personnel
Regents Policy RP 9.211, Health Fund, Retirement, and Other Benefits
Effective Date: Dec. 15, 2005
Review Date: August 2019

I. Purpose
To set forth policy on health fund, retirement, and other benefits.

II. Definitions
No policy specific or unique definitions apply.

III. Board of Regents Policy
A. Employee benefits, including health care and retirement, shall be in accordance with provisions of the Hawai‘i Revised Statutes and/or of the most current applicable collective bargaining agreement. Any additional benefits and/or allowances beyond those specified in this policy or granted by statutes and/or collective bargaining shall require the prior approval of the board.

1. Health, retirement and other benefits

   a. For the purpose of these policies, lecturers who teach six semester hours or less on Manoa, Hilo, and West O‘ahu campuses and have no other faculty duties are considered to be less than half-time employees. A teaching load of six semester hours with other assigned faculty duties; or, a teaching load of seven semester hours or more is considered to be at
least half-time equivalent. Community college lecturers who teach seven or less credit hours and have no administrative duties are considered to be less than half-time. A teaching load of eight semester hours or more is considered to be at least half-time.

b. Graduate assistants are excluded from membership in the State Retirement System and from Social Security coverage.

c. Payment for the cost of “fringe benefits” is traditionally shared by the employee and the employer. For employees on extramural funds, the university’s share of the cost of “fringe benefits” is a direct cost; that is, it cannot be taken from the indirect costs category of a grant or contract.

d. Principal investigators, in preparing proposals for research grants and contracts that involve employees, must make realistic provisions for the inclusion of the university’s contribution to fringe benefits in the direct costs of their proposals. Investigators must appreciate that for retirement and social security benefits, the university’s contribution is mandatory, and furthermore that the university has no funds for such purpose except those included in the direct costs category of grants and contracts. Responsibility for the availability of the university’s contribution rests with the principal investigator; if the grant or contract does not include fund earmarked for this purpose, the principal investigator will be required to transfer funds from another category of the grant or contract to cover these costs.

e. When the investigator preparing a proposal for a grant or contract is not clear about the regulations here stated, the investigator should discuss the specific case with the director of research services (if a research grant/contract) or the appropriate dean (if a training grant/contract). Budgets of proposals should always be reviewed by the appropriate administrator while still in draft form.

2. Tax deferred annuity program

a. The University of Hawai‘i’s Tax Deferred Annuity Program is established for the benefit of eligible employees who elect to purchase 403(b) annuity contracts and/or establish 403(b)(7) custodial accounts.

b. Participation in the university’s Tax Deferred Annuity Program shall be in accordance with the requirements of the Federal Internal Revenue Code and Hawai‘i Revised Statutes and the university’s plan document.

c. The president or designee shall be authorized and responsible to amend or update the program; ensure compliance with applicable regulatory and statutory provisions; for establishing procedures to administer the Tax Deferred Annuity Program, and authorize service providers from which employees may purchase 403(b) annuity contracts and/or establish 403(b)(7) custodial accounts.

3. Emeritus/Emerita title

a. The emeritus/emerita title is an honor bestowed by the board upon retiring or retired faculty members in recognition of dedicated and honorable service rendered to the university and to vice presidents and chancellors who have made exceptional contributions to the university and provided long and distinguished service, and who are recognized as
distinguished leaders in their profession.

b. The emeritus/emerita title is conferred, upon recommendation of the president, to those persons retiring from the university with the rank of full professor or its equivalent, or service in the position of vice president or chancellors for five or more years to the university at that rank or position.

c. Individuals holding equivalent or higher positions, who report to the board may be considered by the board for the emeritus/emerita title using the above criteria.

d. An individual may be awarded only one emeritus/emerita title from the university.

4. Exemptions from tuition and other fees (see RP 6.207(E))

IV. Delegation of Authority

The president or designee shall be authorized and responsible to amend or update the program; ensure compliance with applicable regulatory and statutory provisions; for establishing procedures to administer the Tax Deferred Annuity Program; and authorize service providers from which employees may purchase 403(b) annuity contracts and/or establish 403(b)(7) custodial accounts. See RP 9.211(A)(2)(c).

V. Contact Information

Office of the Board of Regents, 956-8213, bor@hawaii.edu

VI. References

A. http://www.hawaii.edu/offices/bor/

VII. Exhibits and Appendices

No Exhibits and Appendices found

Approved

approved as to Form: October 31, 2014
Cynthia Quinn Date
Executive Administrator and Secretary of the Board of Regents

Topics

No Topics found.