

RETIREMENT AND RESIGNATION

Resignation

1. A Member may resign by giving three (3) months' notice in writing to the Chief Librarian or Dean. At the request of the Member, and on the recommendation of the Chief Librarian or Dean, the Provost may waive, or agree to a reduction in, the notice period.
- 1.1 A Member's notice of resignation is irrevocable, except by mutual agreement of the Member and the Chief Librarian or Dean.

Retirement

2. A Member's Normal Retirement Date is deemed to be the July 1 that coincides with or immediately follows the Member's sixty-fifth (65th) birthday.
- 2.1 A Member is eligible to retire at any time within ten (10) years before the Normal Retirement Date and at any time thereafter in accordance with the pension plan applicable to Librarians and Archivists.
- 2.2 Subject to applicable legislation, a Member who is eligible to retire may elect to retire in advance of their Normal Retirement Date in order to unlock eligible pension contributions (and accumulated investment).

Post-Retirement Benefits

3. Members who were Full-Time Members on June 30, 2007, must have five years of Full-Time service in order to receive Post-Retirement Benefits if they retire. Members who became Full-Time Members on or after July 1, 2007, must have ten years of Full-Time service in order to receive Post-Retirement Benefits if they retire.
- 3.1 Effective January 1, 2017, the Post-Retirement Benefit Plan for future retirees will consist of:
 - a) Employer-paid life insurance of \$15,000;
 - b) Health, Dental, Visioncare and Extended Medical expense reimbursement in accordance with the Group Benefits contract in effect for retired Members on July 1, 2006, with the following exceptions:
 - i) the definition of a dependent child shall change to include only those under the age of 21 unless the child is registered as a full-time student in which case the child must be under the age of 25. A mentally or physically infirm child will continue to be eligible for coverage in accordance with the Benefits contract effective February 1, 2003 for the Faculty Retiree Group.

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- ii) that emergency out-of-country coverage be limited to trips of 60 days or less.
- 3.2 Subject to Clause 2.2, Members who are eligible to retire and who wish to retire with Post-Retirement Benefits shall do so on at least 12 months written notice to the Chief Librarian or Dean. Upon request of a Member, the Provost, on the recommendation of the Chief Librarian or Dean, may waive or modify this notice period and may agree to retirement with Post-Retirement Benefits prior to a July 1 on compassionate grounds.
- 3.2.1 A Member's notice of retirement with post-retirement benefits is irrevocable, except by mutual agreement of the Member and the Employer.

Phased Retirement

4. Members with ten years of Full-Time service who are within ten years of their Normal Retirement Date, shall have the right to phase their retirement using the provisions of the Article *Reduced Workload*.
- 4.1 A Member choosing to phase their retirement may do so by giving written notice to the Chief Librarian or Dean at least twelve months in advance of the date on which the Member plans to begin Phased Retirement. This notice period may be waived on mutual agreement of the Member and the Employer.
- 4.2 Members choosing to phase their retirement shall do so over a one, two or three-year period with a maximum workload of 75% and minimum workload of 25% in each year of the Phased Retirement.
- 4.3 Phased Retirement arrangements (including, but not limited to, reduction of Workload in each year of the phase period and consequent reduction in salary, Workload balance during the phase period, Professional Leave accrual rate and level of pay while on Professional Leave, Pension contributions and benefits coverage) shall be determined using the provisions of the Article *Reduced Workload*.
- 4.3.1 A Member shall, in each year of the Phased Retirement, have a Normal Workload, pro-rated in each area of Responsibility to reflect the degree of Reduced Workload, unless altered through the provisions of the Article *Alternative Workload*.
- 4.3.2 Once the Phased Retirement arrangements have been agreed to, these arrangements, the Member's choice to phase their retirement, and the date of retirement shall be irrevocable except by agreement between the Member and the Employer.
- 4.3.2.1 Upon request of a Member who is in Phased Retirement, the Chief Librarian or Dean may approve retirement before the end of the Phased Retirement period on compassionate grounds.

- 4.3.4 A Member on Phased Retirement shall not undertake any other University employment during the Phased Retirement period.
- 4.3.5 A Member on Phased Retirement cannot begin taking their pension derived from regular contributions to the University's Academic Pension Plan during the Phased Retirement period.

Librarian or Archivist Emeritus/Emerita Designation

5. Each Member who has held a Continuing Appointment for at least five (5) years and who retires shall qualify for the designation "Librarian or Archivist Emeritus/Emerita." Such Members shall be granted the appropriate "Emeritus/Emerita" designation for life, subject to the conditions outlined hereafter. Candidates have the right to decline this designation by writing to the President.
6. In exceptional cases, where a Member does not qualify under the conditions described in Clause 4 above, or where Retirement is based on medical grounds, the Chief Librarian or Dean may make a recommendation through the Vice-President (Academic) to the President for the conferral of the appropriate Emeritus/Emerita designation. The President shall have the authority to approve this designation.
7. All recipients of the Librarian or Archivist Emeritus/Emerita designation shall be accorded the following privileges, which may only be withdrawn for cause:
- a) in any calendar listing of Academic Staff, Librarians and Archivists will be listed, including the designation of Librarian or Archivist Emeritus/Emerita, where applicable;
 - b) they will be invited, along with all librarians and archivists, to all Convocations and other public events of the University, and may elect to take part in Convocation processions;
 - c) all social areas of the University Campus will be open to them on the same basis as to Members;
 - d) they will be provided with identification cards and accorded full library privileges;
 - e) where available, they will be provided with a free dial-up for remote access to the University computer system and the Internet for forty (40) hours per month; and
 - f) they will be permitted to park free of charge at all times in designated parking lots, at all metered parking spaces, and at other parking facilities at any time on weekends and holidays, and between 5:00 p.m. and 6:00 a.m. every working day.