

## **FREQUENTLY ASKED QUESTIONS FOR RETIRING FACULTY AT UMMS**

### ***Who do I need to discuss my plans for retirement with?***

There are three groups within the institution that you should contact as you formulate a plan for retirement.

- Your **Human Resources** representative to review financial and insurance planning for the targeted retirement including the most beneficial timing of retirement.
- Your **Division Chief and/or Chair** to review the impact and pre plan for succession or training needed for others to take on work and/or roles you have held. They can also weigh the possibilities for phasing to retirement and the timing you have in mind.
- Your **mentees and colleagues** to be sure there are clear career plans in place and agree on what training or other mentoring might be needed before your retirement.

### ***Is there any support to help me think through a retirement plan and beyond?***

For financial and insurance planning, Human Resources is a good source of information regarding options and rules with your own retirement plans or investments. Exploring options for the best phasing or options for ongoing engagement with medicine and science, as well as, an overall plan for retirement and beyond can often benefit from a [Transition to Retirement Consultation](#). The purpose of this 1 to 2 hour consult is to clarify the goals you hope to achieve with retirement, any questions about the process or planning, and clarify the ongoing goals beyond retirement including continuing engagement with the institution, or other pursuits. These have limited availability; contact Sue Tremallo at 508.856.3433 to schedule.

### ***What if I want to go part time before retiring fully from UMMS/UMMMG?***

This is what the [Guidelines for Part Time Faculty](#) are intended to help both you and your Division Chief and/or Chair assess. The guidelines provide the elements that need to be discussed and go into a decision to phase to retirement and also guidance for a process to achieve this. An important part of this discussion is succession and transfer of skills and knowledge that will need to occur with your retirement. See [Resources and Guidance for Faculty Considering Retirement](#) for additional information.

### ***Can Phased Retirement apply to tenured faculty?***

The Part-Time Guidelines are general not rigid guidelines and the elements to be considered can bring light to a discussion around a phased retirement for tenured positions. The solution for tenured faculty who wish to retire requires tailoring but an agreed on solution that identifies timing, phasing, funding from ongoing grants for the retiring faculty and their team, and also ongoing engagement within the institution can be reached for any position, tenured or not. For tenured faculty this will often specify how the funding associated with tenure will be managed during the phasing to retirement period.

### ***What is the process for obtaining EMERITUS status at UMMS?***

The present policy states that only faculty who are at the level of Professor and who have both an International reputation and have been an active member of the faculty for at least ten years prior to retirement qualify. The title is conferred by the Chancellor on recommendation of the Dean/ Provost upon the request of the Chair. So the first step, if the faculty member meets the criteria is for the faculty member and Chair to discuss this option and then provide documentation and a request to the Dean/Provost.

### ***Do I retain my UMMS faculty title after retirement?***

Faculty who retire from UMMS or UMMMGM but who remain as active faculty, usually as a voluntary faculty member, continue to use their academic title (“Associate Professor of Medicine”). Faculty who retire but are no longer active may refer to themselves as a “retired Associate Professor of Medicine” or “Associate Professor of Medicine (retired)” but they should not represent themselves as or imply that they are still an active faculty member at UMMS.

### ***What if I want to attend events and seminars on campus after retirement?***

Through your Departmental Administrator you can arrange for a “retired faculty” badge which will allow you entrance to the buildings (including the library) to attend the events. If you arrange with your Department Administrator to keep your umassmed.edu email (if you are using umassmemorial.org you will need to activate or reactivate your umassmed.edu account) you will continue to receive general faculty information and the OFA newswire which will keep you apprised of what events are occurring on campus. Finally, make sure your Departmental Administrator notifies the OFA about your retirement and your desire to receive targeted retired faculty invitations to convocation and other special events.

### ***Can I continue to use the library resources?***

The on line library access is connected through your email account, so retaining this allows the library access. Direct library access afterhours must be arranged through the library desk.

### ***Can I keep my email?***

Yes, however if your email is umassmemorial.org you will need to activate or reactivate your umassmed.edu account. You cannot continue the umassmemorial.org e mail. You can also choose to have your email forwarded to another email. Your department administrator will need to request this from IT services.

### ***What about parking?***

Retired faculty can park in general/ patient parking. At this time there is no reduction in fees for parking for retired faculty.

### ***Can I be a PI on a Grant?***

Retired faculty generally are not PIs on major grants. However, this is possible by using the Exception Process written for Special Projects or Grants.