



Kutztown University Policy COT-004

Retirement Recognition

A. Purpose and Scope

The purpose of the policy is to bring recognition and honor to faculty, managers and staff of Kutztown University that retire from Kutztown University.

B. Policy for Emeriti Status

To be eligible for Emeriti status, one must have held the position of Faculty, President, Vice President, Associate/Assistant Vice President, Assistant to the President, Provost, Associate/Assistant/Vice Provost, Dean, Associate/Assistant Dean, or Director and have retired from the University with a minimum of ten (10) years of exemplary service.

Upon request, emeriti will be provided:

- a. An emeriti card for the purposes of identification. This card may be used to access certain University events and facilities, such as regular season athletic games and the Library
- b. University e-mail address
- c. Paper phone-directory, if the University publishes one
- d. Parking permit to pre-determined areas
- e. 100 Business Cards with KU logo and identifying Emeriti Status

Faculty and managers should contact the KU Foundation and Alumni Engagement to have access to these benefits; the Foundation will facilitate the connection with our emeriti and facilitate programming and activities.

C. Policy for Retiree Status

To be eligible for Retiree status, one must have held the staff or support position at Kutztown University and have retired with exemplary service.

Upon request, retired employees will be provided:

Policy COT-004

- a. A retiree card for the purposes of identification. This card may be used to access certain University events and facilities, such as athletic games and the Library
- b. Paper phone-directory, if the University publishes one
- c. Parking permit to pre-determined areas
- d. 100 Business Cards with KU logo and identifying Emeriti Status

Staff should contact the KU Foundation and Alumni Engagement to have access to these benefits; the Foundation will facilitate the connection with our retirees and facilitate programming and activities.

D. Effective Date

December 16, 1999

Revised: April 29, 2010.

Revised: June 18, 2012

Revised: May 15, 2025

E. Approved by

Council of Trustees, June 17, 2010

Council of Trustees, June 21, 2012

Council of Trustees, June 5, 2025