**Emerita/emeritus faculty in Crop Sciences**

As described in University of Illinois [Provost’s Communication #12](https://provost.illinois.edu/policies/provosts-communications/communication-12-policy-for-awarding-emeritusemerita-status/), emeritus/emerita status is an honor and privilege that may be granted by the department, with further approval by the college and board of trustees. The process for requesting emeritus status begins with a letter of request made to the department (Comm. 12 has a sample letter, for reference). Emeriti may request [use of departmental office or laboratory space](https://teams.microsoft.com/l/file/EF335A29-24FC-4B0A-84E3-38F2D448398B?tenantId=44467e6f-462c-4ea2-823f-7800de5434e3&fileType=docx&objectUrl=https%3A%2F%2Fuillinoisedu.sharepoint.com%2Fsites%2FCPSCBylawsPolicies%2FShared%20Documents%2FGeneral%2FCPSC_Policies%20and%20Procedures%2FFaculty%2FEmeritus%2FEmeritus%20Faculty%20Space%20Policy%202.2019.docx&baseUrl=https%3A%2F%2Fuillinoisedu.sharepoint.com%2Fsites%2FCPSCBylawsPolicies&serviceName=teams&threadId=19:daPZT1nYfI5NaTiRdSwXbUAWbFnh_kJ1OVygBnuZ51o1@thread.tacv2&groupId=7de4a836-382b-4f58-9844-03e81af55141), contingent upon active participation in relevant research, education or extension activities that make use of the space necessary. Continued use of such space requires the submission of a yearly activity report justifying the continued need for the space, and detailing a phase-out timeline.

**Research:** Emeritus faculty may submit proposals for extramural research funding through the Crop Sciences business office. Faculty with active proposals may request office and laboratory space as described in the [space policy](https://teams.microsoft.com/l/file/EF335A29-24FC-4B0A-84E3-38F2D448398B?tenantId=44467e6f-462c-4ea2-823f-7800de5434e3&fileType=docx&objectUrl=https%3A%2F%2Fuillinoisedu.sharepoint.com%2Fsites%2FCPSCBylawsPolicies%2FShared%20Documents%2FGeneral%2FCPSC_Policies%20and%20Procedures%2FFaculty%2FEmeritus%2FEmeritus%20Faculty%20Space%20Policy%202.2019.docx&baseUrl=https%3A%2F%2Fuillinoisedu.sharepoint.com%2Fsites%2FCPSCBylawsPolicies&serviceName=teams&threadId=19:daPZT1nYfI5NaTiRdSwXbUAWbFnh_kJ1OVygBnuZ51o1@thread.tacv2&groupId=7de4a836-382b-4f58-9844-03e81af55141). They may supervise laboratory personnel in accordance with departmental [hiring procedures](https://teams.microsoft.com/l/file/F782E3BE-1A20-4930-9F17-05A6DED3C61B?tenantId=44467e6f-462c-4ea2-823f-7800de5434e3&fileType=pdf&objectUrl=https%3A%2F%2Fuillinoisedu.sharepoint.com%2Fsites%2FCPSCBylawsPolicies%2FShared%20Documents%2FGeneral%2FCPSC_Policies%20and%20Procedures%2FHiring%2FHiring%20Employee%20flowcharts_landscape.pdf&baseUrl=https%3A%2F%2Fuillinoisedu.sharepoint.com%2Fsites%2FCPSCBylawsPolicies&serviceName=teams&threadId=19:daPZT1nYfI5NaTiRdSwXbUAWbFnh_kJ1OVygBnuZ51o1@thread.tacv2&groupId=7de4a836-382b-4f58-9844-03e81af55141). Per our departmental [ICR policy](https://teams.microsoft.com/l/file/904648DD-232E-493F-A497-D846024657D3?tenantId=44467e6f-462c-4ea2-823f-7800de5434e3&fileType=pdf&objectUrl=https%3A%2F%2Fuillinoisedu.sharepoint.com%2Fsites%2FCPSCBylawsPolicies%2FShared%20Documents%2FGeneral%2FCPSC_Policies%20and%20Procedures%2FResearch%2FICR%20return%2FICR%20Guidelines%20-%20FINAL.pdf&baseUrl=https%3A%2F%2Fuillinoisedu.sharepoint.com%2Fsites%2FCPSCBylawsPolicies&serviceName=teams&threadId=19:daPZT1nYfI5NaTiRdSwXbUAWbFnh_kJ1OVygBnuZ51o1@thread.tacv2&groupId=7de4a836-382b-4f58-9844-03e81af55141), ICR generated through extramural funding will not be returned to emeriti.

**Teaching**: An emeritus appointment is required for retired university personnel to teach courses. Because the administrative effort to process these appointments is considerable, potential emeritus instructors should indicate the duration of teaching appointment that they are willing to fulfill.

**Extension:** Emeriti may participate in Illinois Extension activities. Such activity should be coordinated through the Illinois Extension [Program Leader for Agriculture](https://extension.illinois.edu/staff/dr-travis-burke).