**Emeritus Offer Letter**

(**Date**)

Dear (**faculty member’s name**):

This agreement is made effective beginning (**date**) by and between the University of Iowa and (**faculty member’s name**).

Whereas (**faculty member’s name**)voluntarily agreed to retire from University effective (**date**) and,

Whereas the University has determined that there is a need for employee's service in its Department of **(\_\_\_\_\_\_\_\_\_\_)**; and

Whereas the parties mutually desire to enter into an agreement for services to be provided by employee to University for a specified term,

Now, therefore, in a consideration of their mutual promises and for other good and valuable consideration, the parties agree as follows:

1. Effective (**date**), and ending (**date**), employee will receive an **(X)** % appointment as an Emeritus(**rank**)without tenure and without the possibility of tenure in the Department of(\_\_\_\_\_\_\_\_\_\_). Employee's duties will include, but not be limited to (\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_). The appointment may be renewed only upon mutual agreement of the parties, contingent upon any applicable departmental, collegiate, and university policies, satisfactory performance, and demonstrated institutional need.

2. Employee's salary for the term of the agreement shall be $(**amount**). Employee shall not be provided any other compensation or University benefits under this agreement but will receive all benefits as required by law during the term of this agreement (e.g., retirement, FICA, Medicare, unemployment, workers compensation).

3. Employee will be required to receive all payments by direct deposit and employee may sign up for direct deposit on the University self-service web site at [http://hris.uiowa.edu/selfservice/.](http://hris.uiowa.edu/selfservice/)

4. Employee will be subject to and receive all rights under any and all of those provisions of the University *Operations Manual*, Board of Regents policies and procedures, and provisions of law, which are relevant and applicable to employees of University. Employee's participation in administration and governance at the departmental, collegiate, and institutional levels will be in accordance with applicable policies at those respective levels.

5. As a condition of your employment, you are required to follow all university policies, including the University of Iowa Intellectual Property Policy under which the University of Iowa Research Foundation (UIRF) assumes ownership of qualifying inventions as that term is defined in section 30.3.b (2) of the University of Iowa Inventions Policy and of copyright in works described in section 30.4b (2) (b) of the University of Iowa Copyright Policy. Upon commencing employment at the university, you hereby assign all rights, title, and interest in qualifying inventions and such copyrights to UIRF.

6. Employee enters into this agreement knowingly and voluntarily, with full understanding of the terms and conditions herein.

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(**Faculty Member’s Name**)

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(**DEO’s Name**)