



Senior Academic Career Planning

The Faculty of Medicine and Health Sciences recognizes that the transition to retirement for academic staff raises many questions. Planning for retirement is critical for a successful transition. This summary is intended to provide a high-level overview of the options.

McGill University's *Regulations on Retirement of Academic Staff* is found on the Secretariat's [website](#). If there are any discrepancies between this document and the Regulations, the University's Regulations will prevail.

Retirement Before the Age of 65

Full-time, salaried, ranked academic staff members are eligible to retire as early as 55 years of age, if they have at least 15 years of full-time, continuous, active employment.

Eligible academic staff who have not reached the age of 65 may elect to choose a **Phased Early Retirement** option, which is a period of employment with a reduced academic workload immediately preceding the staff member's retirement date. The Chair of the department(s) and the academic staff member agree on Academic Plan, which is an agreement of what academic work will be done during the period of the reduced workload. This plan is submitted to the office of the Vice-Dean, Academic Affairs for review and approval and then to the Provost's Office for the Provost's approval. The period of a reduced workload will have a corresponding proportional reduction in salary. The period of a reduced workload may be for up to three years.

Retirement After the Age of 65

Academic staff who continue to work past the age of 65 are expected to maintain the standards of performance of academic duties required for the staff member's classification and rank.

Academic staff who continue to work past the age of 65 should contact the central Benefits and Pensions Office at McGill and relevant government offices to obtain information on the changes to their coverage, cost and contributions, and any tax implications in relation to employment after the age of 65.

Eligible academic staff may request a **Reduced Load Appointment** for a period of up to three years, leading to full retirement. The Chair of the department(s) and the academic staff member agree on Academic Plan, which is an agreement of what academic work will be done during the period of the reduced workload. This plan is submitted to the office of the Vice-Dean, Academic Affairs for approval and then to the Provost's Office for the Provost's approval. The period of a reduced workload will have a corresponding proportional reduction in salary.



Clinical Faculty Members who opt for the *Contrat de pratique marginale en fin de carrière – 65 ans* or a *Contrat de transition de fin de carrière – 63 ans* :

Tenured clinical faculty members who opt for one of these programs would ordinarily have a corresponding McGill University Reduced Load Appointment leading to retirement.

Tenured clinical faculty members who give up their PEM slot but wish to continue working academically on a full-time basis will be switched to a non-clinical tenured academic position. These members will be expected to maintain the expectations for performance of a full-time tenured faculty member in the Faculty of Medicine and Health Sciences and be active in all three spheres of academic duties (teaching, research, including graduate supervision, and administration).

Contract Academic Staff (Clinical) faculty members who opt for one of these programs would ordinarily have a part-time University appointment once they are working less than a 0.5 FTE in our affiliated teaching hospital(s).

The Emeritus/Emerita Honorific

The honorific "Emeritus/Emerita" designation shall be accorded to retired eligible Full Professors who, prior to their retirement from the University have held the rank of Full Professor for at least five years and are deemed to have satisfactorily maintained the standards for which they were appointed to that rank.

Post-Retirement Appointments

A post-retirement appointment is an option for academic staff who need a bit more time to wind down their research labs and or to continue graduate supervision after their official retirement date. Retired academic staff may continue as a co-supervisor of their graduate students, but another full-time, active ranked academic staff member has to become a co-supervisor as well. Post-retirement appointments are intended to be of a limited duration and are nil salary appointments.

Privileges of Retired Staff

Retired academic staff will have continued access to an email mailbox on Office 365. More information on this privilege is available [here](#).

Retired academic staff are also eligible to have staff rates at McGill's athletic facilities and access to McGill libraries. A complete list of the privileges of retired academic staff is available [here](#).

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