Faculty Phased Retirement Program Components

The FPRP is a voluntary program designed to allow eligible faculty to voluntarily reduce their workloads over a transition period and to retire, and end their active employment with the University, at the conclusion of the agreed upon date set forth in the faculty's FPRP agreement. Faculty should consult with SURS prior to entering into a FPRP agreement.

To maintain consistency, fairness, and operational effectiveness, the following guidelines will apply:

- **Eligibility**
  - Employee must be a tenured faculty or specialized faculty member (excludes postdoctoral research associates and teaching associates).
  - Employee must be retirement-eligible or within three years of retirement according to Illinois State Universities Retirement System (SURS).
    1. Tier 1: Minimum of age 55 with 8 years of service, age 62 with 5 years of service, or 30 years of service and no age requirement.
    2. Tier 2: Minimum of age 62 with 10 years of service.
  - Participation is contingent upon approval from the Unit Executive Officer (UEO) and the college Dean with sign off by campus levels based on operational needs.
- **Workload & Schedule Adjustments**
  - Flexibility of the appointment reduction in any given year is mutually agreed upon by the unit/department with approval by the college Dean and/or his/her designee and the faculty member.
  - Responsibilities during the FPRP must be agreed to and at a level that supports business continuity and details outlined in the formal agreement.
  - Faculty must commit to a structured transition plan, including mentoring successors if applicable.

- **Compensation & Benefits Considerations**

- Salary and benefits will be adjusted according to the faculty's reduced FTE workload. Faculty who drop below .50 FTE will cease to be benefits eligible, but may elect to continue coverage pursuant to COBRA.
- Health, vision, and dental benefit deductions will be based on the part-time eligibility status, thus creating an additional premium differential for the employee. The University will provide a reimbursement payment for the premium differential for health, dental and vision insurance. The payment is subject to taxation. Part-time employees who are less than half-time and non-benefits eligible may not see a premium differential, thus a stipend would be unnecessary. Such cases shall be assessed on a case-by-case basis.

- **Duration & Transition Timeline**
  - The phased retirement period may not exceed three years provided that (i) single semester requests are not allowed and (ii) specialized faculty may only enter into single-year FPRP agreements.
  - Agreements may be made for less than three years if mutually agreeable by parties.
  - Faculty must commit to a final retirement date upon entering the program to ensure succession planning.
  - A FPRP agreement will be binding upon both the faculty member and the University. The FPRP agreement will be effective on the 8th day following signature by the faculty member, unless it is revoked by the faculty member prior to that date. The FPRP agreement contains a release and waiver of all employment-related claims that the faculty member may have against the University.

- **Operational Feasibility & Process Requirements**
  - The University reserves the right to approve or deny phased retirement requests based on financial, strategic, or operational priorities.
  - Participation in the program is entirely voluntary, but is not an entitlement.
  - Faculty member and UEO are encouraged to periodically review the arrangement to ensure alignment with the signed agreement.
  - All proposed agreements must follow the process and ensure appropriate signatures are obtained.
  - Specialized faculty who have a multi-year contract, by terms of that multi-year contract, nullify that contract when FTE changes occur.