

Planning for Faculty Retirement:
A Guide for General Campus Department Chairs

Developing a Pathways to Retirement Plan with Faculty

Background

The Pathways to Retirement program is intended to help departments manage faculty retirements by providing information on the options available to retiring faculty and the departments in order to preserve the curricula and ease the transition of faculty who retire. The program also provides retiring faculty with recognition of the immense contribution they have made to our academic community.

Program

The department may receive up to \$45,000 in one time funding allocated by the EVC for the following:

- to pay the retiree for one undergraduate course per year to a maximum of 1/9th of his or her base salary at the time of retirement, not to exceed \$15,000, for up to three years of recall teaching, and/or;
- to provide research funds not to exceed \$5,000/year for up to three years (for faculty recalled to research).

Faculty Retirement Options

Department chairs and deans of schools may use any of the options below to create retirement packages for individual faculty, except that a package including a recall appointment may be created only if the faculty member is 60 years of age or older and has at least five years of UCRP service credit. A recall appointment must have the support of the chair/dean and is not an entitlement. The chair/dean has the authority to make a pre-retirement commitment to a recall appointment for up to three years, with annual renewal contingent on satisfactory performance. Recall appointments are subject to all relevant UC policies.

Tools for department chairs and deans in discussing retirement options:

1. Recalling Faculty:

Department chairs may enter into pre-separation agreements with faculty 60 years of age or older with at least five years of UCRP service credit for up to three years of recall service after retirement, generally beginning no sooner than 90 days following the retirement date.

Faculty may be recalled to teach, conduct research, or provide administrative service. Faculty recalled to teach are typically paid a pre-negotiated by agreement

amount; faculty recalled to research or provide administrative service may be paid at their pre-retirement annual salary, up to 43% time. Except for the recall teaching funding as explained above, the recall salary is the responsibility of the department.

The recall need must be based on programmatic need, budgetary capacity, and continued successful performance of duties. The agreement must specify the course(s) to be taught or other services to be rendered (up to 43% time) and the rate of compensation per APM-limits; see APM-200, Appendix A and APM-200-22.

2. **Deferral of Academic Review:** Chairs (with the dean's approval) may agree to defer an academic review for up to one year immediately preceding separation. This may be advantageous because a review may lead, in cases of reduced scholarly output, to an increase in teaching and service. This deferral may be offered as an exception (with approval by the Executive Vice Chancellor) even if the faculty member is at the end of five years without a review (see APM 200-0).
3. **Teaching Relief:** For up to one year prior to retirement, department chairs may shift or reduce teaching obligations where departmental needs justify such alterations (e.g., the department will benefit if the faculty member engages in curriculum development or co-teaching, provides special administrative services, or concludes unfinished research).
4. **Summer Ninths:** At the expense of the department and prior to separation, for specific research or other assignments performed during the summer prior to separation, a department may pay (up to two) summer ninths per year for one or two summers prior to separation.
5. **Space:** Consistent with campus guidelines for emeriti/ae offices and laboratory space, the dean, in conjunction with the chair, may approve an allocation of space generally for up to two years, with allocations thereafter subject to availability. A Pathways to Retirement Plan does not involve any campus augmentation of current departmental space.
6. **Irrevocable Letter Of Separation:** Plans containing any benefit described above must include an appointee's letter irrevocably resigning and separating from the University as of a fixed date (often 6/28/xx) no more than two years hence (and *preferably* one) and stating that the signature on the letter constitutes all that is required to effectuate a separation. In certain circumstances a more elaborate set of waivers and releases of possible claims may be advised, following your consultation with the Assistant Vice Chancellor, Academic Personnel.

Retirement plans that include funding or space allocations must be approved by the Executive Vice Chancellor via the Associate Vice Chancellor, Resource Administration.