

FACULTY RETIREMENT TRANSITION PROGRAM

POLICY STATEMENT

Webster University recognizes the value of its long-term faculty to the teaching and learning community at the University. At the same time, we acknowledge the desire of some of these faculty to transition from full-time employment to full retirement while remaining engaged with the University on a part-time basis and retaining the University's benefit programs. This Faculty Retirement Transition Program ("Transition Program") is designed to achieve both of these goals.

ELIGIBILITY

All full-time status or status-track faculty with at least 20 years of full-time service with the University and who are within 2 years of eligibility for Medicare benefits.

PROGRAM DESCRIPTION

Position responsibilities of full-time faculty at Webster University consist of teaching and advising, service, and professional development. These responsibilities, when combined, constitute a "full load" for a faculty member. This Transition Program provides for a reduction in load with a corresponding reduction in base pay.

Eligible faculty will have the opportunity to apply to reduce their load to either two-thirds or one-half load for a period not to exceed two academic years. The application requires the approval of the appropriate department chair, dean and the provost. Items to be considered in approval of the request include enrollment in the department's programs, departmental administrative needs, advising load, and availability of other faculty in the department to carry-out required duties.

Faculty who receive approval for the Faculty Retirement Transition Program:

- Will receive a reduction in their base pay that is commensurate with their reduced load. For example, a faculty member in the Program who works ½ load for two years will receive base pay for each of those years that is equal to 50% of his/her base pay in the academic year prior to the first transition year.
- Will continue to be eligible for participation in the University's employee benefit insurance programs at the regular employee contribution rate and in the University's defined contribution and tax deferred annuity retirement plans.
- Will relinquish their tenure or FDL status and resign from their full-time position as of the effective date of their initial contract in the Transition Program.
- Will be given a title of Emeritus Professor or Emeritus Associate Professor as appropriate with their pre-program rank.

- Will be eligible to expend unused faculty research grant funds awarded prior to entry into the Transition Program.
- Will be eligible to apply for faculty professional development funds in an amount equal to 50% of that available to full-time faculty.
- Will be expected to perform the agreed upon duties during the transition period.
- Will continue to be eligible to attend departmental and school/college events and may have departmental voting rights at the discretion of the department.
- Will not be eligible for membership on the Faculty Senate.
- Will no longer have voting privileges in the Faculty Assembly.
- Will no longer be eligible for nomination for or receipt of the William T. Kemper Award for Excellence in Teaching or the Wilma and Roswell Messing Jr. Faculty Award.
- Will fully retire at the completion of their Transition Program.
- May be eligible to teach as adjunct faculty on an as-needed basis following completion of the Transition Program.
- May be given approval by the faculty member's dean and the provost to take an earned sabbatical immediately following the Transition Program.

EXCLUSIONS

The "transition year(s)" may not be combined with a sabbatical to constitute full-time pay.

Overload assignments will not be paid to anyone in the Transition Program.

Faculty who have retired or announced their retirements prior to the effective date of this program are not eligible for participation.

APPLICATION PROCESS

Interested faculty members should submit a letter of application to their department chair and dean, including specifics regarding:

- The term of Program participation (1 or 2 years)
- The proportion of load for each year (two thirds or one half)
- Proposal regarding allocation of duties (teaching and advising, service, and professional development)

The dean will forward his/her recommendation to the provost for final approval. The provost's decision will be communicated to the faculty member in writing.

Other than the initial year of this program, applications must be submitted by March 1 prior to the beginning of the upcoming academic year.

This program is subject to change with or without prior notice.

*Approved May 6, 2015
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