

Please note there is a newer version of this policy [here](#).

Faculty Phased-Retirement Policy

Phased retirement is available for those faculty members who wish to continue to teach a reduced course load at a proportionately reduced salary.

Qualification

Only tenured faculty who meet the following three requirements qualify for phased retirement:

- (1) at least seven years of continuous full-time service to Saint Louis University,
- (2) attainment of age 58 by the time the faculty member commences phased retirement, and
- (3) attainment of age 60 by the time the faculty member completes phased retirement.

Considerations That Relate to the Policy

Full-time faculty duties vary among Colleges, Schools, Departments, and programs. The phased-retirement policy provides for a reduced level of active involvement by faculty members who have chosen to enter the program. This reduced level of activity may involve reductions in research, teaching, and service obligations according to the norms of the faculty member's College/School or Department/program. The specific definition of faculty commitment will be determined by mutual agreement between the faculty member and the Department Chairperson or comparable administrator, subject to approval by the Dean.

Options

The phased-retirement program provides for three levels of reduced faculty activity:

1. Two-thirds-time commitment

This option provides 70% of the faculty member's prior-year full-time-equivalent salary, incremented by the current year's annual merit increase, and normally involves active service during both the Fall and Spring terms. For those Departments or programs that define a full-time teaching load as nine credit hours per term, this option normally requires a teaching load of six hours per term.

2. Half-time commitment

This option provides 52% of the faculty member's prior-year full-time-equivalent salary, incremented by the current year's annual merit increase. Depending on the programmatic needs of a Department or program, this option may involve either a reduced level of active service during both the Fall and Spring terms or full-time service during one term. In the context of a nine-credit-hour-per-term teaching load, the faculty member may teach either nine hours in one term or six hours in one term and three hours in the other term, depending, again, on programmatic needs.

3. One-third-time commitment:

This option provide 35% of the faculty member's prior-year full-time-equivalent salary, incremented by the current year's annual merit increase, and may involve either a reduced level of active service during both the Fall and Spring terms or during one semester only. In the context of a nine-hour-per-term teaching load, the faculty member may teach either one course each term or two courses in one term.

Parameters Relating to the Phased-Retirement Options

The maximum period of phased retirement is five years. At the end of the phased-retirement period, the faculty member is fully retired. Regardless of the option chosen by the faculty member, the following limitations apply:

1. The faculty member may elect to move from one option to an option of lesser time commitment. However, the faculty member may not later elect an increased level of activity.
2. The one-third-time option may not exceed two of the total five years.
3. Faculty in the phased-retirement program who teach during only one semester will normally teach in the Fall semester.
4. A faculty member in the phased-retirement program may request full retirement at any time. Whenever possible, notification of this intent should be given at or before the time of contract renewal for the subsequent year.
5. The individual faculty member and his/her Department Chairperson or comparable administrator will each make a good faith effort to develop a mutually acceptable plan of active involvement by the faculty member during the period of phased retirement.

University Benefits

A faculty member in phased retirement will continue to be eligible for annual merit increases in salary and all University benefits available to full-time faculty, with the understanding that salary-sensitive benefits such as retirement contributions and life insurance coverage are based on one's actual rate of compensation.

The University Retirement Plan permits qualified faculty to begin receiving retirement benefits, if desired, while participating in phased retirement.

Before beginning full retirement, and for thirty-one days thereafter, University benefits for retirees in effect at that time will be available for enrollment (e.g., medical benefits may currently be continued at personal expense).

Application Procedure

To afford Deans the opportunity to include provision for phased retirements in the annual budget process, a faculty member requesting phased retirement should apply by July 1 of the year prior to the year s/he intends to enter into this arrangement. By mutual agreement of the faculty

member and the University, an exception may be made to the requirement of one year's prior notice.

The request to enter a phased-retirement arrangement must be initiated through the Department Chairperson or comparable administrator and recommended to the Provost by the faculty member's Dean.

To assist faculty in coming to an informed decision about entering a phased-retirement program, the University will offer retirement counseling sessions each year.

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