



Office of the Vice-President for Academic Affairs
Box U-86, 1st floor
352 Mansfield Road
Storrs, Connecticut 06268

July 23, 1986

To: Deans, Directors, Department Heads and Faculty

From: Joan Geetter, Assistant Vice President
Frank Annunziato, AAUP

Re: Flexible Assignment (Retirement) Options

As you are aware the AAUP and the Administration negotiated two retirement options as part of their recent contract talks. A copy of the agreement concerning them is appended to this memo. The options are in effect for two years, from July 1, 1986 to July 1, 1988, after which they expire. This means that faculty eligible to take advantage of them must do so within this period.

For your convenience you will find an application form attached to this memo. If you wish to discuss the options you may contact Joan Geetter, Assistant Vice President at Extension 4038. Alternatively, you may fill out the form and mail it to Dennis Dion at Personnel, Box U-75.

If you have further questions, please call Joan Geetter's office.

JG:mal
Enclosures (4)

cc: A.T. DiBenedetto
F. Annunziato
D. Dion
L Cogswell



UNIVERSITY OF CONNECTICUT
Storrs, Connecticut 06268

PROCEDURES FOR IMPLEMENTING RESIGNATION
UNDER FLEXIBLE ASSIGNMENT POLICY

1. Prior to his/her resignation for the purpose of retirement, a faculty member who wishes to apply for either of the flexible assignments described in the attached excerpt must submit an application form (Attachment A) requesting either Option 1 or Option 2 to Dennis Dion at the Department of Personnel at U-75. For curriculum purposes employees choosing Option 1 or 2a (four months leave with pay) must apply five months prior to resignation. Employees choosing the lump sum payment must apply six weeks prior to resignation.
2. Upon verification that the employee meets the age and service qualifications for coverage, Mr. Dion will forward the application to Joan Geetter, Assistant Vice President at U-86.
3. Upon receiving the verified application, Dr. Geetter will meet with the faculty member who wishes to take advantage of the Option. At that meeting the faculty member will fill out the Flexible Assignment Agreement (Attachment B), thereby resigning his/her position on the effective date. Dr. Geetter will accept the resignation on behalf of the University by countersigning the Agreement.
4. If the employee elects payment under Option 2b, Dr. Geetter will send a letter to payroll authorizing the lump sum payment.
5. Copies of the accepted resignation will be given to the faculty member and additional copies will be sent to the Department Head, Dean, and Vice President. Copies will also be sent to Personnel and Payroll as well as forwarded to the President for inclusion at the appropriate time as an information item (i.e. resignation) with the Board Agenda.
6. If the faculty member elects Option 1, Dr. Geetter will inform the Department Head (with a copy to the Dean) that the faculty member is entitled to teach up to two courses each year on the special payroll at a minimum rate of \$3000.00. Course assignments will be made by the Department Head. Dr. Geetter will keep a master list of special payroll assignments which result from the selection of Option 1.

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Flexible Assignment Policy

Options I and II of this section [of the contract] are available only to tenured and non-tenure faculty (as defined in Article 13) who have completed more than ten years service with the University of Connecticut. The options are mutually exclusive, i.e. an employee taking advantage of one shall not be eligible for the other. To be eligible for either option, a faculty member must be eligible to retire under the Connecticut State or alternate retirement system whether or not he/she is interested in pursuing other career opportunities.

Option I

If a faculty member who is under age 70 either:

- a. notifies the University by July 1, 1988, of his/her resignation effective no later than July 1, 1991,
- b. and he/she is physically able to carry out professional duties, he/she shall be guaranteed the following:
 - (1) Entitlement to teach two courses during the academic year on the special payroll at a minimum rate of \$3000.00 per course for five years or until age 70, whichever comes first.
 - (2) Work or office space
 - (3) Faculty parking privileges
 - (4) Competitive access to the Professional Development Fund and the Research Foundation.
 - (5) The children of members resigning or retiring before July 1, 1988 shall continue to be eligible for tuition waiver under 19 II (p. 31) while the faculty member teaches on the special payroll.

Each year of the agreement up to \$100,000 shall be available to fund activities listed in (1) above. Once these funds are depleted, the University cannot guarantee new entrants into the program.

Option II

Alternatively, a faculty member who is under age 70 and who

- a. notifies the University by July 1, 1988 of his/her resignation effective no later than December 31, 1991, shall be entitled to four months leave or salary immediately preceding the effective date of the resignation.

This policy in no way shall contravene or supersede the Connecticut State Employees Retirement Statute.

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APPLICATION FOR RESIGNATION UNDER FLEXIBLE ASSIGNMENT POLICY

Date of application _____

NAME: _____ DATE OF BIRTH: _____

DEPARTMENT: _____ TITLE: _____

U-BOX: _____

CURRENT ANNUAL SALARY RATE: _____

HIRE DATE: _____

TENURE DATE: _____

ANTICIPATED DATE OF RESIGNATION FOR THE PURPOSE OF RETIREMENT: (date must be the last day of the month): _____

I would like to apply for:

___/OPTION 1

___/OPTION 2a (4 months leave with pay)

___/OPTION 2b (4 months lump sum payment)

of the Flexible Assignment Policy.

By means of my signature I certify that the following is true:

- a. I am eligible to retire under the Connecticut State Retirement System.
- b. I have completed more than ten years service with the University of Connecticut, or will have by the time of my resignation.
- c. I am planning to resign no later than July 1, 1991.
- d. (For those requesting option I only) I am physically able to carry out professional duties.

Signature

Date

To be filled out by the retirement section of Personnel only:

I have reviewed the application and certify that the faculty member has ten years service at the University of Connecticut, the last five years of which are continuous service.

Signature: _____ Date: _____

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RESIGNATION AGREEMENT UNDER FLEXIBLE ASSIGNMENT POLICY

I have read and understood the Flexible Assignment Policy. I request

_____ Flexible Assignment Option 1 or

_____ Option 2(a or b) (Indicate one.)

4 months leave with pay or 4 months lump sum payment.
(Cross out one)

I understand that this agreement is binding.

I hereby resign my position effective _____.

Employee's Name _____

Employee's Signature: _____ Date _____

The University accepts the resignation of _____
effective _____.

Signature _____
Joan Geetter, Assistant Vice President

- cc: President
- Vice President
- Dean
- Department Head
- Personnel (Dennis Dion)
- Payroll
- File