

**MEMORANDUM OF AGREEMENT
AFT LOCAL 1796 AND WILLIAM PATERSON UNIVERSITY
FACULTY TRANSITION TO RETIREMENT PROGRAM – Effective Retirements
January 1, 2021, July 1, 2021, January 1, 2022, July 1, 2022**

Eligibility and Information:

Participants must be full-time tenured faculty who have been employed a minimum of ten (10) years at William Paterson University. Those who have already submitted an intent to retire are ineligible for this program, regardless of whether they have withdrawn such intent.

Eligible faculty should consult with the Office of Human Resources and his/her personal financial advisor to assure that he/she has a clear understanding of options and consequences of retirement, prior to completing a **Letter of Intent to Retire/Resign**.

Eligible faculty who wish to participate in the program must consult with their Dean and submit a **Letter of intent to Retire/Resign** by the deadlines set forth in this MOA.

The faculty member will retain full-time faculty status, tenure, salary and benefits until retirement.

The faculty member's Academic Department may apply, through the Dean, for faculty line replacement as early as 18 months prior to retirement.

OPTIONS:

OPTION A is a two-year plan, providing an incentive for faculty participants to agree to retire at the end of a two year period for which he/she applies for this incentive. The faculty member will receive a maximum of 15 credits release time during this period as described below.

OPTION B is a one-year plan, providing an incentive for faculty participants to agree to retire at the end of a one-year period for which he/she applies for this incentive. The faculty member will receive a maximum of 12 credits release time during this program as described below.

PROCEDURES:

The transition to retirement request and corresponding **Alternate Assignment Plan** can be for two or one years (Option A or B respectively). However, the faculty member can only request a maximum of 12 teaching credit hours of alternate assignment for the two final semesters before the retirement date. The transitioning faculty member will be required to teach 6 credits each semester.

For Option A, the faculty member must submit their intent at least 24 months prior to the Retirement date and the dean's recommendation is submitted to the Provost for approval. Since the faculty member is providing adequate notice of retirement/resignation, the faculty member will receive an additional three credits release time in the last semester of Year One to develop a detailed project plan for the Alternative Assignment. Specifically, in consultation with Chair and Dean, the faculty member submits an **Alternate Assignment Plan** to for the transition to retirement by the end of the semester in Year One, in the year prior to the transition year.

For Option B, the faculty member submits a **Letter of Intent to Retire/Resign** to the Chair and Dean, no later than April 1 for retirement in the following July, and October 1 for retirement in the following January. Further, in consultation with Chair and Dean, the faculty member submits an **Alternate Assignment Plan** to for the transition to retirement by June 30 of the previous year for July retirements, and November 1 of the previous year for January retirements.

The Dean's recommendation and faculty's **Alternate Assignment Plan/and/or Intent to Retire** are forwarded to the Provost. The Provost will approve the transition to retirement request on a case-by-case basis, depending on the department's programmatic needs.

The Provost will meet with the faculty member. If the Provost rejects the faculty member's transition to retirement request due to an unsatisfactory **Alternate Assignment Plan**, the faculty member has the opportunity to consult with the Provost regarding the reasons. The Provost will have the faculty member consult with his/her Dean to revise the **Alternate Assignment Plan**. Upon completion of the revised **Alternate Assignment Plan**, the Dean will forward his/her recommendation and revised **Alternate Assignment Plan** to the Provost for review. If the Provost approves the faculty member's transition to retirement request, he/she will make a recommendation to the President consistent with the timeline agreed to by the AFT and University contained herein. (TBD)


Upon approval by the President, the faculty member must sign an **Agreement to Resign and Retire** by January 1 or June 30 in accordance with the Plan, which the President submits to the Board of Trustees. The Board of Trustees would act on the recommendation at the meeting prior to the retirement date.

The President has the sole discretion to reject the faculty member's transition to retirement request and **Alternate Assignment Plan**, due to the needs of the Department, College, or University at the time of the request. In this instance, the faculty member may request a meeting with the President to provide reasons.

The **Agreement to Resign and Retire** is binding. The agreement will state the faculty member's surrender of his or her employment rights including but not limited to tenure

where such resignation and retirements shall be effective at the end of the semester of the Plan for the Alternate Assignment. One exception is if the faculty member experiences a substantial change of circumstances, which for example is covered by NJ Family Leave Act or federal Family and Medical Leave Act or both, and must rescind the **Agreement to Resign and Retire**. The President, or his her designee, may agree to the rescission request and forward it to the Board of Trustees for action prior to the intended retirement/resignation.

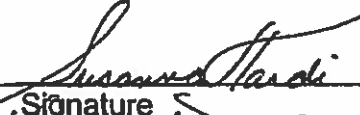
For the University

 1/22/2019

Signature Date

Signature Date

For the Union

 1/19/19

Signature Date

 1/17/19

Signature Date