

# MSCF Minute



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## Phased Retirement Program for MSCF Faculty Members

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The MSCF Master Contract includes a number of provisions for faculty members considering retirement. As Field Staff, this is the time of year I frequently respond to specific questions about one of those provisions – the Phased Retirement Program, referenced in Article 16, Section 6 of the master contract.

For faculty in the right circumstances, phased retirement can be a great option. In essence, it allows a person to carry less than a full workload while continuing to enjoy certain benefits of full time employment. To be eligible for this program, an individual must meet the following criteria:

- 55 years of age
- Unlimited Full Time
- At least 10 years of service credit in Minnesota State Colleges

According to the contract language, a person meeting these criteria “shall be granted, upon application a phased retirement” - subject to certain provisions, of course.

So, how does one apply? In short, a faculty member simply makes a request in writing to take part in phased retirement. The timing of the request, however is critical. According

to our contract, the request must be made “prior to the end of fall semester in the academic year prior to the year the reduction is going to start.” In other words, for a person hoping to enter phased retirement next fall semester, the request must be made by the end of this current semester.

The faculty and the college president must mutually agree to the length of the phased retirement and the reduction in workload. However, if they are unable to reach agreement, the request will be granted unless the college can demonstrate that granting the request poses an undue burden to the college. The agreement is reduced to writing, with copies for all concerned parties, including the individual, the college, the state MSCF office and the chancellor’s office.

For the individual, the program can last between 1 and 6 years, with an annual workload between .40 and .80 FTE. These terms can be changed upon mutual agreement between the college president and the faculty member. Also, at the end of the phased retirement term, the faculty member must retire, unless circumstances give cause for the program to end early and the faculty member returns to full time employment. Again, this would be by mutual agreement between the faculty

member and the college president.

While in phased retirement, faculty members continue to receive insurance benefits and TRA/IRAP contributions as if they were working full time. It is important to understand, however, that the employee’s contribution to those benefits is also at the full time level. Faculty members on phased retirement are treated as if they are regular full time employees when calculating severance, retirement and life insurance benefits. Certain benefits are earned pro rata, including sick leave and personal leave, but normal summer rotation rights are maintained. Phased retirement participants maintain eligibility for sabbatical, though FTE accrual and the return requirement obligations are pro-rated.

Finally, there are certain limitations on access to this program. At any given college, the number of faculty members granted this option is capped at 7% or 1 person, (whichever is greater). Also, no more than 50% of employees in a credential field may access the program. In the event that applications exceed these thresholds, approval is granted by seniority, though an application above these limits may be granted if the college president and employer agree to the request.



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### MSCF FACULTY FORUMS

Dinner 6 p.m., Forum 6:30 p.m.  
Tuesday, October 2  
[Register Here!](#)

### 2018 Regional Meetings

Dates for the Fall 2018 MSCF Regional Meetings have been announced, [register here for more information.](#)

### Professional Development Opportunity

The 2018 MEA conference is open to MSCF/Education Minnesota members only so you can get the classes you need. Topics this year include teaching strategies, equity and inclusion in the class room, technology, and specifically for higher education instructors, **First Amendment Protections and Academic Freedom!**

[Register now to get into the classes you want and need!](#)

Register in advance to ensure a spot in the workshops you want. Same-day registration will be available starting at 7 a.m. if space allows. The conference is Oct. 18 at the Saint Paul RiverCentre.