

SENATE ACTION FORM

No. 1191

Subject: Tenured Faculty Voluntary Separation Incentive Plan

Reference to Faculty Senate Executive Committee Minutes dated: 08/10/2020

Senate Action:

MOTION: It is moved to endorse the VSIP as presented.

VOTE: Approved by voice vote.

Response requested:

 Approval for placement in University Catalog

 Approval for placement in University Regulations

 Recommendation to Board for placement in Board Policy Manual

 X **None (sent as an information item)**

 Other action requested/comments:



Faculty Senate Chair

08/12/2020

Date

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Administrative review of Senate action (unnecessary for information items):

 Reviewed by **VPAA/Provost**. Check if comments attached

 Reviewed by **General Counsel**. Check if comments attached

Presidential action:

 Approve Reject Return to Senate for discussion/modification (comments attached)

President/Designated Administrative Officer

Date

Date of Board approval (if applicable): not applicable

PLEASE RETURN SIGNED ORIGINAL AND ATTACHMENT TO THE FACULTY SENATE OFFICE, CARTER 2004, BOX 75.

Attachment to Senate Action #1191
Approved by the Faculty Senate Executive Committee
August 10, 2020

Tenured Faculty Voluntary Separation Incentive Plan as presented by Human Resources to Faculty Senate

Note: Relevant components such as dates and links may be updated in the finalized version.



**Tenured Faculty Voluntary Separation Incentive Plan
Fiscal Year 2020-2021**

Purpose

The Tenured Faculty Voluntary Separation Incentive Plan (“VSIP”) offers financial incentives to eligible tenured faculty who decide voluntarily to apply to receive financial incentives from the University of Northern Colorado. Participation in the VSIP is voluntary both for eligible tenured faculty and for the University. The decision to approve an applicant for participation in the VSIP is entirely at the discretion of the University.

As members of the University community have been informed, the University is experiencing significant budgetary challenges. The contributions of all members of our community have made to mitigating these budgetary issues are very much appreciated. Despite these efforts, additional expense reduction measures must be implemented including the VSIP.

Eligibility

Eligible applicants are tenured faculty members with fifteen (15) or more years of service at the University of Northern Colorado (including the current 2020-2021 academic year) and who are not on a transitional retirement appointment per Board Policy 2-3-1301(4) or who have not accepted an offer of employment as a faculty member at another institution of higher education.

Plan Requirements

A faculty member whose application for the VSIP is approved must agree to the terms and conditions of this voluntary separation plan that includes the faculty member’s resignation of employment with the University. If a faculty member whose application is approved decides that they do not want to accept the terms and conditions of the plan, the faculty member may withdraw their application and will not be considered further for the plan. A faculty member whose application is approved will be required to sign a VSIP Agreement and Release. The VSIP Agreement and Release form is available for your review at [\[INSERT LINK TO AGREEMENT\]](#). The VSIP Agreement and Release provides, among other things, that the faculty member will surrender their tenure status and relinquish all rights to continued employment on an agreed upon date of employment separation following the completion of the faculty member’s academic responsibilities for the current academic year and, in any case, no later than December 15, 2020. A faculty member whose application for the VSIP is approved is encouraged to seek legal counsel before signing the VSIP Agreement and Release.

Not all applications for the VSIP may be approved. The University has full discretion to limit the total number of applicants approved. Final approval of all applications will be at the discretion of the University President. When considering an application, input will be requested from the Provost, College Dean, School/Department Director/Chair, and other academic leaders. The President will consider this input as well as other matters,

including but not limited to, the impact on the University and its programs and services, the University's financial resources and consideration of the best interests of the University.

APPLICATION, REVIEW AND DEADLINES

An eligible faculty member may apply for participation in the VSIP by submitting their application that may be found at [[INSERT LINK TO APPLICATION](#)] to the Human Resources Department no later than 5:00 p.m. on September 18, 2020. The University will then engage in the review of the application as described above. It is anticipated that the President's decision about approval or denial of each application will be completed on or about October 16, 2020. If the application is approved, the VSIP Agreement and Release will be provided to the faculty member who must return their signed VSIP Agreement and Release to the Human Resources Department no later than October 30, 2020. If the signed VSIP Agreement and Release is not received by October 30, 2020, the approval of the faculty member's application may be withdrawn by the University.

Separation Payment

An eligible faculty member who signs and does not revoke their signing of the VSIP Agreement and Release will receive a one-time incentive payment equal to 50% of their current academic year base salary in one installment that will be paid on or after January 1, 2021. The calculation of the incentive payment will be based on base salary only and will not include stipends, overload, or any other form of additional pay.

Federal and state taxes will be deducted from each payment. Payments made under the VSIP Agreement and Release are offered as a voluntary separation incentive and thus are not considered earned wages for retirement purposes, and will not generate contributions to any retirement plan, nor will these payments affect the highest average salary calculation for PERA.

Medical and Dental Insurance

Each eligible faculty member who signs and does not revoke their signing of the VSIP Agreement and Release may elect to continue participation in the University's medical and dental insurance program, through COBRA. Eligibility for continued coverage through COBRA is limited to eighteen (18) months following separation. If the faculty member elects to continue participation in these insurance programs, the University will continue to pay the employer portion of the monthly cost of continued medical and dental insurance coverage, whether employee only or employee and other covered dependents for up to 18 months. Faculty members who are 65 years of age or older are not eligible for continued health insurance coverage through COBRA.

Dependent Tuition Grant

Dependents of an eligible faculty member who signs and does not revoke their signing of the VSIP Agreement and Release will continue to be eligible to receive tuition grants under the terms and conditions of the Board Policy 2-2-408(1) until May 15, 2021. After May 15, 2021, such dependents will no longer be eligible to receive tuition grants.