



Tenured Faculty Voluntary Separation Incentive Plan Fiscal Year 2023

Purpose

The Tenured Faculty Voluntary Separation Incentive Plan (“VSIP”) offers financial incentives to eligible tenured faculty members 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 budgetary challenges. The contributions all members of our community have made to mitigating these budgetary issues are very much appreciated. Additional expense reductions, such as those realized through the VSIP, will allow us to invest in initiatives in support of our faculty, staff, and students.

The University does not plan to offer a similar program for at least three (3) years.

Eligibility

Eligible applicants are tenured faculty members with fifteen (15) or more years of service at the University of Northern Colorado (including the current 2022-2023 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.

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 has been attached to the invitation email. 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 31, 2023. 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, unit leader, 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 has been attached to the invitation email to the Office of the Provost no later than 5:00 p.m. on January 9th, 2023. 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 February 17, 2023. 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 March 1, 2023. If the signed VSIP Agreement and Release is not received by February 28th, 2023, 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 July 31, 2023, or December 31, 2023 dependent on the last day of employment you select. The calculation of the incentive payment will be based on current base salary only and will not include stipends, overload, pay increases after 11/30/22, 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 the last day of employment. After the last day of employment, such dependents will no longer be eligible to receive tuition grants.