



Partial/Phased Retirement Program

The Partial/Phased Retirement Program (PPRP) is available to University of Maine System employees who are

- full-time, represented faculty (AFUM unit)
- represented professional and administrative staff (UMPSA unit)
- non-represented faculty
- non-represented professional and administrative staff

A. Eligibility:

Employees in groups covered by this program are eligible to apply to participate in the Partial/Phased Retirement Program if either: (1) they are at least fifty-five (55) years of age and have at least ten continuous years of full-time regular University of Maine System service; or (2) their age in years and length of continuous full-time regular University of Maine System service in years totals seventy-three (73) or more years.

B. Application and Approval Procedures:

1. An employee who wishes to participate in the Partial/Phased Retirement program must submit a written, individual application in accordance with applicable campus procedures.
2. Such applications shall be reviewed by campus staff in accordance with campus administrative procedures. If it is not the president's recommendation that an application be approved, the application will in any event be forwarded to the Chancellor or designee(s) within CO/SWS for review. If it is the campus president's recommendation that an application should be approved, a proposed agreement for participation, including workload and salary reduction terms, and other details applicable to the individual, shall be prepared in writing and forwarded to the Chancellor or designee(s) within CO/SWS. A copy of the entire application package should also be forwarded to the Campus Benefits Office, McLellan House, Gorham.
3. Such proposed agreements shall be reviewed by and subject to the approval of the Chancellor or designee(s).
4. An employee may request modification or withdrawal of his or her application at any time prior to final approval or disapproval of the proposed agreement.
5. After final approval of a proposed agreement, participation in the Partial/Phased Retirement Program shall be revocable only by mutual consent of the employee and the University.

C. Rights and Obligations of Program Participants:

1. The workload and salary reduction for each individual participant shall be specified in the individual's workload plan for each year of the PPRP.
2. Employee benefits for participants shall be treated as follows:
 - a. Group term life insurance - Amount of insurance shall be based on the reduced salary. Allocation of premiums shall be unaffected by participation in the PPRP.
 - b. Group health insurance - Eligibility for coverage and allocation of premiums shall be unaffected by participation in the PPRP.

