

ACADEMIC AFFAIRS

Faculty Reduced Assignment Plan

Full-time tenured faculty have the option of requesting reduced assignments. This option has existed for many years, with several faculty currently in such arrangements.

Since reduced assignments can be advantageous to both the colleges and individual faculty members, the deans are anxious to promote the idea within the colleges. If you feel that you would like the option of reducing your professional activities but are not sure you are ready for retirement yet, this could be the plan for you.

A reduced assignment plan is spelled out in the questions and answers that follow. If you feel this plan might meet your needs, read on to get the answers to your questions.

How does it work?

The basic idea is that you will reduce your responsibilities to some fraction no less than one-half time, for commensurate reduced compensation. With a reduced assignment, you will continue your teaching, research/grant activity, advising and service involvements, simply at less than a full-time basis. With such a reduced schedule, you would also retain your full medical and dental coverage. In addition, you would retain your position and the right to return to full-time status should you choose to.

When would I perform my responsibilities?

There are several possible combinations which you could follow. You could perform all of your duties in the fall semester only or you could spread your duties over both semesters. Other arrangements also may be possible however, you must remain in at least one-half time pay status for the full academic year in order to retain CMU contributions to your medical and dental coverages. The goal of the plan is to provide you with as much flexibility as possible. Once you and your department chair have devised a plan acceptable to both you and your department, the chair should forward a recommendation to the respective deans for a decision. The dean reserves the right to deny requests for programmatic reasons and to limit the number of persons participating in reduced assignment plans.

How long may I continue with a reduced assignment?

Should you decide that you miss the full-time interaction with students and colleagues, you may opt back into full-time faculty status. Each year your status will be reviewed. If you wish to continue on a reduced assignment plan, you would have to make a request to do so by February 15. The dean will review your request in the context of the current and long-term needs of the college and communicate his decision to you.

What about office and secretarial support?

Because you have not retired, you will retain office space. Similarly, support for normal activities, including clerical support for research and publications, service commitments or instruction will remain available. You are still a member of the college faculty. We value the wisdom and experience that you bring to your colleagues and students.

What are the disadvantages to the reduced assignment plan?

There are several you must consider. First your salary and some benefits (e.g., CMU contributions to FICA and your retirement plan; long-term disability, if needed) will be reduced. Therefore you should carefully consider the financial consequences of this move. It is also important to remember that this is not a retirement decision, and you may opt to return to full-time status.

A more serious financial consideration for some faculty may occur if you are a participant in the Michigan Public School Employees Retirement System. If so, your final retirement income could be affected. For additional information about how this might specifically affect you, contact the Benefits Office (3661).

Who is eligible to apply for the reduced assignment plan?

Any full-time tenured faculty member with ten (10) years of service at Central Michigan University is eligible.

What is the next step?

If you have decided that this plan is for you, you need to contact **the office of your dean** and convey your intentions. The dean or associate dean will schedule a meeting with you and your department chair to work out the specifics of your plan.

If you have questions not answered in this summary, please refer them to the dean's office.