

As a general rule, faculty participating in R/MS will not be given summer or micro term teaching assignments.

Persons retiring from staff positions to participate in R/MS will ordinarily continue in the same or a lesser job classification, and will be reassigned if necessary to avoid their supervision of any full-time employees.

The salary of R/MS participants will be adjusted to reflect the value of positions held and work performed in the modified service positions they occupy after retirement. The base salary rate paid immediately prior to retirement will not necessarily be continued into R/MS employment; however, the initial rate should be established with mutual consent prior to commencement of the R/MS. After the salary is established, R/MS participants will be subject to mandated (across-the-board) salary adjustments during the course of their post-retirement employment and may receive merit increases in recognition of truly outstanding performance. Any changes in percentage of time worked by R/MS participants will be determined with the mutual consent of the parties concerned.

Applications - Persons wishing to participate in R/MS must submit a written request to their department or administrative unit. Application for R/MS must be made not later than 90 days before the date on which R/MS is requested to commence. The president may establish the requirement for an earlier application date.

The department or administrative unit head will review the request with the employee and recommend approval or disapproval through normal administrative channels to the president. Any additional information or special agreements pertinent to the conditions of employment must be noted and acknowledged on the form. In recommending approval, the department or administrative unit head must demonstrate and certify that the contemplated employment after retirement is in the best interests of the university, and that the department or unit may expect, with reasonable certainty, to continue to benefit from the reduced services of the applicant throughout the period of the R/MS commitment.

Terms and Duration of Employment - An employee applying for Modified Service employment after retirement should receive, before the date of termination in anticipation of retirement, written approval of a Modified Service agreement.

Modified Service employment after retirement is for a specific period having a designated beginning date and a designated ending date, at which time the individual shall be terminated unless a new R/MS application, has been approved for continued employment.

An extension of the Modified Service agreement may be approved, subject to the same rules and approval procedures as the original agreement.

Sick and Vacation Leave - Retirement constitutes a break in service, therefore all accounts for accumulated vacation credit for individuals retiring under R/MS must be settled at the date of termination. All sick leave credit accumulated at that date is forfeited.

R/MS participants are eligible to accrue and use vacation and sick leave under the same general rules concerning percent effort and period of appointment that apply to other employees, as described in the university's policies on [Vacation Leave \(policy 2.5.1\)](#) and [Paid Sick Leave \(policy 2.5.2\)](#).

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3. optional service on university committees with a vote on the committee
4. office space for retirees who are employed part-time, if available.
5. mail service
6. purchase of insurance options - within regular insurance eligibility requirements
7. university store discount privileges
8. a Medicare health insurance supplement of \$200 per month to retirees who have been full-time Wayland employees for a minimum of fifteen years and who retire directly from Wayland. Proof of insurance is required to receive the Medicare supplement.
9. library use privileges
10. faculty I.D. card
11. free attendance when afforded to faculty of university activities such as drama, sports, and musicals
12. free campus parking permit
13. continued listing in university directory
14. participation in academic processions and convocations
15. invitations to faculty and appropriate campus social events
16. free tuition to retiree and spouse
17. university housing, if available, on an annual basis

Administrative Approval