

<b>The University of North Texas at Dallas Policy Manual</b>	Chapter 5.000
<b>5.025 Retirement</b>	<b>Human Resources</b>

**Policy Statement.** There is no mandatory retirement age for faculty or staff members. A faculty or staff member may retire at any age if the individual is eligible for retirement benefits under his or her retirement program either because of age and service, or because of permanent disability.

**Application of Policy.** This applies to all regular faculty and staff members.

**Definitions.**

1. **Regular Faculty.** “Regular Faculty” means a faculty member appointed for at least 50 percent time for at least 4 ½ continuous months.
2. **Regular Staff Member.** “Regular Staff Member” means an employee who is scheduled to work at least 20 hours per week for a period of at least 4 ½ continuous months and is not employed in a position for which the employee is required to be a student as a condition of the employment.
3. **Retirement.** “Retirement” means separation from employment with the University with a retirement benefit or enrollment in retiree health insurance.
4. **Texas Retirement System.** “Texas Retirement System” means the retirement program operated through the Teacher Retirement System of Texas (TRS).
5. **Optional Retirement Program.** “Optional Retirement Program” means regular faculty members and certain staff members who are eligible to participate in the Optional Retirement Program (ORP) in lieu of active membership in the TRS.

**Procedures and Responsibilities.**

1. **Retirement Benefits.** Retirement annuity options and benefits are different for a retiree depending on the individual’s retirement program. Any employee considering retirement should discuss his/her plans and options with Human Resources.
  - 1.01. An employee should notify the University at least 30 days in advance of his or her retirement date. Eligibility criteria for retirement and retirement benefits are based on Texas state law in place at the time of retirement.
  - 1.02. An employee filing for retirement should do so only if the employee’s intent is to terminate his or her current position.

1.03. A retiree may later return to work; however, TRS and ORP statutes and provisions apply to the re-employment of a retiree.

Responsible Party: Employee and Human Resources

**References and Cross-references.**

1987 Amendments to the Age Discrimination in Employment Act of 1967

Texas Education Code, §51.922

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