

- d. In the event that a person participating in this program becomes eligible for group medical, dental and life insurance benefits from another source, whether through employment or otherwise, PLU reserves the right to discontinue any such benefit. Any person who becomes eligible for health and/or dental insurance benefits pursuant to Medicare, shall utilize such benefits and benefits pursuant to Medicare shall be primary and benefits provided by PLU shall be secondary.
- e. During the period in which a person is receiving income payments in connection with Phased Retirement, that person agrees to be reasonably available to PLU to respond to such questions or address issues which may arise out of the services provided to or courses taught at PLU, to provide specific project by project services to PLU and to perform special short term duties such as academic advising, policy or program research and/or fundraising. Such duties shall not exceed one fifth of the normal faculty workload and shall be determined after consultation with the applicable department. They could, but would not normally, be understood to include regular teaching or committee assignments.
- f. In the event of the death of a faculty member participating in phased retirement and receiving income continuation payments, the income continuation will be paid through the date of death and an additional amount equal to one-twelfth of such eligible employee's base salary in the year immediately preceding phased retirement will also be paid.
- g. The employment status, tenure status, and all other rights of employment will automatically end for all eligible employees selecting phased retirement as of the date the last income payment is made to such eligible employee. Thereafter, such eligible employee shall hold the status of a retiree.

4. Procedure

- a. Eligible employees electing a phased retirement must submit a written request no later than December 15 of the academic year before which phased retirement is commenced. Faculty should submit such request to the Provost and administrators shall submit such request to the applicable University official. Copies of all requests shall be submitted to PLU's Human Resources Department and, for eligible faculty members, to the appropriate unit chair.
- b. Any eligible employee seeking an income continuation period of less than five years shall include the duration of such period in the request for phased retirement submitted pursuant to subparagraph a.
- c. Faculty requesting to work a reduced load during the phased retirement period shall include the proposed reduced load specifying courses to be taught for the duration of the reduced load period with the request submitted pursuant to subparagraph a.

THIS PHASED RETIREMENT POLICY REPLACES AND SUPERSEDES ANY PRIOR POLICY, PROGRAM OR PLAN FOR EARLY OR PHRASED RETIREMENT, INCLUDING, WITHOUT LIMITATION, THE PHASED RETIREMENT PROGRAM SET FORTH ON PAGES 141 AND 142 OF THE 1995 FACULTY HANDBOOK.

(Rev. FA 05-97; ed. by President's Council 11-02.)

REGENCY ADVANCEMENT AWARDS

- A. Purpose: These annual awards are intended to enhance opportunities for the professional development of the university's faculty.
- B. Eligibility: All members of the faculty, as defined by the Faculty Constitution (Article I, 1), shall be eligible.
- C. Amount of Awards: The maximum amount of each award is \$4,000, in any fiscal year.
- D. Procedure:
 - a. Application for an award shall be initiated by faculty members in close consultation with their chair or dean. Completed applications are to be delivered to the office of the dean of the division or school. An application consists of a title, a 250-word abstract, a one-page description of the project, a proposed budget, a time-line, and a current curriculum vitae.
 - b. Each dean is asked to rank the applications within the division or school. Each dean may receive counsel from his or her faculty members on the merits of each proposal.

- c. The Provost shall review all applications and determine the awards. The Provost may receive counsel from the deans and faculty.
 - d. The members of the Academic Affairs Committee of the Board of Regents will be apprised of the awards at its meeting that follows the announcement of the awards.
 - e. Award recipients shall provide to their deans and the Provost a full report upon conclusion of their projects. The report shall include an itemization of expenditures.
 - f. Unexpended funds from each award shall revert to the university.
- E. Project Budget Guidelines for Regency Advancement Awards:
1. Individual project or activity costs may not exceed \$4,000.00.
 2. If an award is requested for a portion of a larger project, cost items for that portion must be specifically identified.
 3. Equipment, books, or other non-consumable materials are purchased only as university acquisitions and issued to the grantee on loan for the specified duration of the project, after which they revert to the university for appropriate disposition. Such purchases shall be made only through the appropriate university office, e.g., library, the bookstore, CATS, purchasing.
 4. Summer stipends for the grantee may be included in project costs if the project is to occur during June, July or August, but not in excess of \$750 per month, or \$2,250 total. Arrangements for payment are to be made through the Office of the Provost. It is expected that a faculty member who receives a stipend will not teach during the summer session or that arrangements will be made in advance with the Office of the Provost.
 5. Stipends for student research assistants may be included. Arrangements for payment are to be made through the Office of the Provost. Please note that only individuals who are students at PLU may be paid as research assistants.
 6. Expenses for family members (travel, lodging, meals) may not be included in project costs.
- F. General Criteria for Evaluating Applications for Regency Advancement Awards:
1. The project is clearly and specifically defined.
 2. The nature of the project and the likelihood of its completion bear a justifiable relation to the time period within which it is to be carried out.
 3. The project advances the applicant's professional growth, the "cutting edge" of the applicant's discipline, and/or the enhancement of the applicant's departmental curriculum or quality of classroom instruction.
 4. Priority consideration shall be given to qualified projects for which external funding is unlikely. Faculty members are, however, encouraged to articulate how they have or will leverage funding.
 5. All else being equal,
 - Only the intrinsic merit of a project or activity, not its total costs, shall be the primary and decisive criterion.
 - Proposals from tenure track and tenured faculty are favored over those of visiting faculty
 - Proposals from untenured faculty are favored over those of tenured faculty
 - Proposals from faculty who have not recently received a Regency Award are favored over those who have received an award recently.