

SIDE LETTER OF AGREEMENT,
FACULTY TRANSITIONAL RETIREMENT PROGRAM (FTRP)
REQUEST AND APPROVAL PROCESSES

1. Eligible faculty who wish to participate in the FTRP must initiate the request to retire under the terms of the program not later than June 15 in academic year 2006 and not later than April 1 in subsequent years. This request must be forwarded to the University Provost, with copies sent to the Dean and Department Chair. The Dean and/or Department Chair should provide input or recommendations regarding the request, but the approval for this request rest with the Provost.
2. As part of their request to participate in the FTRP, faculty will submit a plan outlining their assignment while in the program. The work assignment would normally entail teaching four (4) three (3) credit courses or the equivalent for the academic year, spread out any way as mutually agreed upon by the Department Chair and retiree, with approval by the Dean. Summer teaching and the development and delivery of on-line/distance education courses may be part, all, or none of an applicant's plan. The assignment can also include non-teaching duties, upon the recommendation of the department and retiree with the approval of the Dean and Provost.
3. Faculty who are approved for the FTRP may request and be granted an extension of this arrangement annually for a period of up to a total of three (3) academic years. Requests must be made with the University Provost not later than April 1 of the succeeding year with copies sent to the Dean and Department Chair. The Dean and/or Department Chair should provide input or recommendations regarding the request, but the approval for extensions in the FTRP rest with the Provost. Requests for extensions will not be unreasonably denied.
4. There will be no other obligation required of the faculty participating in the FTRP other than the credit hour assignment they are given and/or what is described and approved in their plan (if one is submitted).
5. For participants in the FTRP, teaching summer classes outside of or beyond that found in the mutually agreed upon plan is not prohibited; FTRP participants may also teach summer classes for the customary compensation.
6. It is understood that faculty who participate in the FTRP are RETIRED from the University and have no claims of tenure or other rights and/or obligations of a tenured member of the faculty. Participants in the FTRP do have the reasonable expectation of telephone, email, computer access and workspace, where practical and reasonable.
7. Continuation of the FTRP rests with the Rowan University Administration upon approval of the Rowan University Board of Trustees.

Robert A. Zazzali, Associate Provost
for Faculty Affairs
for the University

Karen Siefring, President AFT
for the Union