

# **UIC** FACULTY AFFAIRS POLICIES AND PROCEDURES

**SECTION: FPP 900 – Retirement, Resignation, and Termination  
NUMBER: 904**

**SUBJECT: Policy on Re-Hiring University of Illinois Retirees**

**APPROVED BY: Provost**

**EFFECTIVE DATE: July 13, 2006**

**AUTHORITY: University of Illinois Board of Trustees**

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**OBJECTIVE:** This policy provides criteria for the re-employment of University of Illinois retirees as approved by the Board of Trustees on July 13, 2006 and rescinds the original policy enacted on June 11, 1993. This policy outlines when prior approval is needed along with the process for that approval, and outlines when periodic reporting is required for those rehires that do not need BOT approval. These procedures are written specifically for faculty retirees. For civil service or academic professional retirees, contact the Campus Human Resources office.

**POLICY:** Occasional re-employment of University retirees is a wise human resource practice for the University. Re-employing such retirees from time to time can help the University achieve quality and value objectives in serving students, conducting research, caring for patients, and managing exceptional circumstances and special needs. However, the University will not re-hire its retirees for the sole purpose of cost savings attributable to benefits which a retiree receives from the State Universities Retirement System (SURS). The University will not appoint retired senior administrators to positions from which they have retired or to similar positions without prior Board approval which would be based on exceptional circumstances and a clear and compelling benefit to the University.

Faculty retirees in the following categories may be re-employed for the purposes described without prior Board approval. The Board will be notified of these appointments in writing near the time of each regular Board meeting, and such appointments will have specific end dates.

- Retired faculty members who teach courses, advise students, and perform related duties on a part-time or occasional basis.
- Retired faculty members who conduct research on appointments funded by grants or contacts.
- Retired clinical faculty members who are employed to provide patient care on a part-time or occasional basis.
- Retirees who are appointed as faculty hourly on a temporary basis.

Finally, University retirees may be selected for University jobs at competitive salaries through open and competitive search processes. Such appointments, and any other employment of University faculty retirees beyond the circumstances defined in this policy, will require prior approval by the Board of Trustees via an agenda item titled: Recommendation to Re-Hire University Retiree.

**APPLICABILITY:** All University of Illinois faculty retirees.

**PROCEDURE:** The Recommendation to Re-Hire University Retiree form must be completed for all University retirees rehire requests. Departments/units should be mindful of the time needed for routing and approvals when a request requires prior Board approval. All campus approvals must be received on such a request before it can be submitted to the Board. Therefore, if the date of approval by the Board is after the proposed effective date of appointment, that effective date will need to be adjusted.

Completed request for faculty should be sent to Faculty Affairs Human Resources (FAHR) for review and routing to the Provost and Vice Chancellor for Academic Affairs and the Chancellor. FAHR will review the completed form for accuracy and forward to the Provost and to the Chancellor for approval. Once these approvals are secured, FAHR will report the rehire to the Board at the next scheduled BOT meeting.

**REFERENCES:**

Board of Trustees Policy on Re-Hiring University of Illinois Retirees, July 13, 2006

UIC Chancellor's Communication, July 21, 2006

UIC Proposal for Re-Employment of a U of I Retiree form FPP 1000-H