Flexible Work Options for Tenured Faculty and Continuing Professionals

**Flexible Work Arrangements**

Flexible work arrangements are available to interested tenured faculty and continuing professionals interested in transitioning to retirement. A change in the individual’s and the college’s expectations regarding the commitment to the three-fold mission of teaching, research, and service may be supported by a modification of the workload and/or the FTE/base salary. Interested individuals may discuss with the department head and/or dean to develop a mutually agreeable plan.

**Pre-Retirement Planning Resources**

The UA Human Resources website provides comprehensive resources for pre-retirement information, including retirement plan contacts and pre-retirement planning workshops. Visit [http://www.hr.arizona.edu](http://www.hr.arizona.edu) and select “Retiring Employees.”

**FOR OPTIONAL RETIREMENT PLAN (ORP) PARTICIPANTS ONLY**

**PHASED RETIREMENT PROGRAM FOR ORP PARTICIPANTS**

- Must 1) be at least 62 years old and 2) be fully vested in the Optional Retirement Plan
- Phased period has no minimum and three year maximum
- Requires some reduction in FTE and workload
- Unrestricted access to retirement account funds during the Phased period
- Tenure/continuing status is irrevocably relinquished at end of the Phased period, the same as with any retirement
- Participant and University must both continue contributions to ORP while participant is employed

Interested individuals may discuss with the department head and/or dean to develop mutually determined agreement terms. All Phased Retirement Program Agreements must be approved and signed by the Provost. Prior to entering the Phased Retirement Program, there can be no pre-arranged agreement by the participant and the University for the participant to return to work after retirement. Additional information and an agreement template are available on the Human Resources website at [http://www.hr.arizona.edu](http://www.hr.arizona.edu).

**FOR ARIZONA STATE RETIREMENT (ASRS) PLAN PARTICIPANTS ONLY**

**RETURN TO WORK AFTER RETIREMENT**

ASRS retirees who have terminated employment through a retirement might be able to continue receiving retirement benefits and Return To Work for an ASRS employer under certain circumstances related to

1. attaining normal retirement age as defined by [A.R.S 38-766.01](http://www.azsrs.gov), and
2. the number of hours and weeks worked in a fiscal year.

The ASRS Return To Work rules are complex and may be confusing. Interested ASRS participants are encouraged to

1. review all the resources on the ASRS website “[Working After Retirement](http://www.azsrs.gov),” and
2. speak with an ASRS representative about the retiree’s specific situation.

Once the retiree understands how the Return To Work rules apply, the retiree is in a better position to discuss potential post-retirement employment with a department head and/or dean.

The ASRS website <https://www.azsrs.gov> also provides information about planning for retirement, including an online [Retirement Benefit Estimator](http://www.azsrs.gov) and in-person and online pre-retirement planning workshops.

**Phone** - Phoenix: 602-240-2000; Tucson: 520-239-3100; Toll Free outside Phoenix and Tucson: 800-621-3778

1. Reduction in FTE or pay could affect the employee’s retirement benefits and social security contributions
2. Tenure/continuing status is irrevocably relinquished upon retirement