

Important Information for Part-Time/Adjunct Faculty Who Are Retiring

If you are thinking of retiring soon, you might be interested in the following information.

1. Q: Is there a difference between my Employment Termination date and my Retirement date?

A: Yes.

Your Employment Termination date is your last day of employment with the College.

Your Retirement date is the date given to Michigan Public School Employees Retirement System (MPSERS), which determines when your pension payments will begin. Your Retirement date cannot be any earlier than the *1st of the month following your Employment Termination date* and can only be the 1st of a month. In addition, your Employment Termination date and Retirement date cannot be the same date.

Examples:

If your Employment Termination date is 6/25/10, the earliest your Retirement date could be is 7/1/10.

If your Employment Termination date is 7/1/10, the earliest your Retirement date could be is 8/1/10.

2. Q: Do I need to let the College know that I'm planning to begin my retirement with MPSERS and how much notice must I give the College?

A: Yes. You should provide your supervisor and the HR Office with written notice of your planned Employment Termination date at least thirty (30) days before that date.

3. Q: Why do I need to inform HR?

A: MPSERS requires that the College verify your Employment Termination date before they start sending you your pension. We use your written notice to process your separation from the College. Once your separation has been processed in our system, we can then complete the MPSERS retirement form. If HR doesn't have advanced notice of your planned Employment Termination date, it may delay your pension payments.

4. Q: I work full-time for another public school in Michigan. Do I still need to notify my supervisor and HR of my retirement with MPSERS?

A: Yes. MPSERS requires that each employer that you work for verify your Employment Termination date.

5. Q: Can I have a different Employment Termination date with Mott than with another Michigan Public School employers where I work?

A: Yes. You can have different Employment Termination dates with each of your Michigan Public School employers but MPSERS requires a consistent Retirement date (see Question #1).

6. Q: I want to continue teaching part-time after I retire. Do I still need to notify HR and my supervisor of my retirement with MPSERS?

A: Yes. Without advance notice, your pension payments may be delayed. (See Question #3)

7. Q: Am I automatically eligible to continue teaching part-time in retirement?
A: No. Part-time/Adjunct faculty must obtain the approval of their Dean to continue working at the College after retirement. You've separated employment with the College and therefore are no longer employed by the College.
8. Q: If after my retirement I am rehired to teach part-time what happens to my preference points?
A: If you are rehired within twelve (12) months of your Employment Termination date, your preference points will be reinstated.
9. Q: If after my retirement I am rehired to teach part-time what happens to the sick leave hours that I had in my Sick Bank?
A: If you are rehired within twelve (12) months of your Employment Termination date, and because part-time/adjunct faculty are not paid out the remaining balance of sick leave upon retirement, any sick leave hours that you had left in your Sick Bank at the time of your Employment Termination date will be reinstated.
10. Q: What paperwork is required if I am approved to return after retirement to teach part-time?
A: If you are rehired within twelve (12) months of your Employment Termination date, you do not need to formally apply, complete new hire paperwork or go through the testing (including drug testing and background checks). After twelve (12) months, you would need to reapply for employment and follow the regular process for new employees.
11. Q: If I am approved to return after retirement to teach part-time at the College, how soon can I start?
A: Under MPSERS, you may not work within the month of your Retirement date (even as a volunteer). This type of mandatory separation period from employment is quite normal for retirement plans.