
Retirement and Sabbatical Workshop

June 9, 2021

Agenda

- Reminders
- Overview of retirement from Penn
- Regular retirement and transition plans including phased retirement and the Faculty Income Allowance Plan (FIAP)
- Sabbatical

****Hitchhiker's Guide to Faculty Retirement****

<https://provost.upenn.edu/sites/default/files/users/user747/Hitchhiker2021.pdf>

Reminders

- **All faculty:**

- ** update your beneficiaries in Workday

- ** review your retirement plan investments

- TIAA.org or contact TIAA to schedule a session with a TIAA financial consultant 800-732-8353, M-F 8am – 8pm

- **Special Incentive Plan Participants**

- URGENT:** Enroll in Medicare A (if not already enrolled) and Medicare B
Medicare.gov or 1-800-MEDICARE (1-800-633-4227)

What does “retirement” mean at Penn?

- Retirement at Penn = terminating with benefits
- Must meet the Rule of 75
 - minimum of 55 years of age
 - minimum of 10 years of *continuous full-time* service
 - total of age + service must equal at least 75
- Applies to benefits including health, life, dental, vision, tuition
- Access information on Human Resources website:
www.hr.upenn.edu

Benefits at Regular Retirement

Benefits at retirement

- Medical Benefits
- Group Life Insurance
- Tuition Benefits

Benefits that may be continued

- Dental Benefits
- Vision Benefits
- Group Life Insurance Conversion
- Dependent Life Insurance Conversion
- Long-Term Care—may continue on a direct bill basis
- Health Advocate—assistance with medical claims problems, complex healthcare issues, insurance-related and elder care problems

Benefits that are discontinued

- Health Care Pre-Tax Expense Account
- Dependent Care Pre-Tax Expense Account

Benefits at Retirement

Medical

- Option to defer coverage **one time**
- Current plans offered by Penn to retirees and eligible dependents for Non-Medicare Eligible and Medicare Eligible
- Non-Medicare eligible (under 65) may continue in a Penn plan at shared cost
- Medicare Eligible (65+)
 - Medicare is primary: premiums for Medicare Plan B supplement paid by retiree
 - Elect Medicare supplemental plan through Penn: premiums paid by Penn + retiree
 - Aetna Medicare PPO-(Medicare Advantage)
 - IBC Medigap Security 65 Standard Plan
 - IBC Medigap Security-65 Premium
 - Prescription drug plan: Caremark/Silverscript Medicare Part D

Example Medical Benefit

Faculty member plans to retire on June 30, 2021. Faculty member is over 65, spouse is under 65. Both are enrolled in PennCare Personal Choice + CVS/Caremark Prescription Plan

- **In anticipation of retirement on June 30, faculty member should have contacted Medicare 3 months in advance*** to enroll in Medicare Plan A (no charge) if not already enrolled, and in Medicare Plan B (premium will be calculated by Medicare based on previous income) to be effective July 1, 2021.
- Faculty retiree over 65 enrolls in Medigap Security 65 Premium Plan + CVS/SILVERSCRIPT Prescription Plan = \$172/month
- Spouse under 65 stays on PennCare Personal Choice + CVS/Caremark Prescription Plan \$255/month
- Premiums for Penn health insurance are managed through outside vendor, Health Equity/Wageworks. Premiums for Medicare Part B are billed directly to retiree or deducted from Social Security check.

**No matter when you plan to retire, contact Medicare 3 months in advance*

Contacts

- Medicare
 - Medicare.gov
 - 1-800-MEDICARE (1-800-633-4227)

- Social Security
 - ssa.gov
 - ssa.gov/myaccount/
 - Contact local office by phone

Other Benefits at Retirement

- **Group Life Insurance**
 - MetLife Insurance \$10,000. Faculty member may convert some or all of the balance of the current value of life insurance at the time of retirement by contacting 877-275-6387
- **Tuition** benefits for faculty member and dependents continue under same plan as when retiree was active.

Benefits that **MAY** be Continued by Retiree

- **Dental Benefits**

- MetLife Preferred Dentist Program—may continue current plan under COBRA for 18 months **OR** enroll in MetLife Retiree Dental Plan
- Penn Family Plan (PFP)—may continue current plan under COBRA for 18 months

- **Vision**

- Davis Vision—may continue current plan under COBRA
- VSP—may continue current plan under COBRA

- **Long-Term Care Insurance**

- Contact current provider John Hancock OR Genworth Financial to continue insurance

- Access information on Human Resources website: **www.hr.upenn.edu**

Benefits that are Discontinued

- Health Care Pre-Tax Expense Account
- Dependent Care Pre-Tax Expense Account

Penn's Transition Programs

- Phased Retirement
 - Tenure, CE, Research, Academic Clinician
- Faculty Income Allowance Program (FIAP)
 - Tenure, Clinician-Educator

Faculty Phased Retirement*

- Phased retirement = reduction in duties but counted as full-time service (not “part-time”)
- Maximum of 50% reduction for maximum of 6 years
- Benefits continue but salary related benefits are based on reduced salary
- Issues to consider during the planning process:
 - scheduling concerns, sufficient notice
 - no impact on FIAP: calculation of FIAP benefit will be based on full-time equivalent of salary
- Application process:
 - complete Reduction in Duties in Anticipation of Retirement Request Form
 - subject to review and approval by Chief/Chair, Dean and Provost

**Handbook for Faculty and Academic Administrators, II.E.9*

Faculty Income Allowance Plan (FIAP)

- Severance payments subject to federal, state, city, Social Security and Medicare taxes
- Provides an opportunity for eligible senior faculty members to retire from active service:
 - Tenured members of the Standing Faculty
 - Associate/Professors of the Standing Faculty-CE
- Provides income for two years (24 payments)
- FIAP brochure: https://www.hr.upenn.edu/docs/default-source/benefits/fiap_benefits_summary.pdf

FIAP

- When FIAP begins, the faculty member is retired. The faculty member relinquishes appointment in the Standing Faculty and the faculty appointment is converted to **Emeritus**.

FIAP Benefit Eligibility

- Ages 60-69: Senior faculty members who have 10 or more years of *full-time continuous service* (as standing faculty members) and who terminate on or after age 60 but before June 30th of the academic year in which they reach age 69 are eligible to receive FIAP benefits if they satisfy a “rule of 75” requirement (that is, the combined age and years of full-time service of the faculty member equals or exceeds 75).

OR---

FIAP Benefit Eligibility

Applies only to faculty who do not qualify under regular eligibility:

- Age 69 or later: Senior faculty members who satisfy the 10 years of full-time continuous service and “rule of 75” requirements on or after age 69 may also receive FIAP benefits. Such senior faculty members generally must terminate as of the academic year-end (June 30) **immediately** following the satisfaction of the eligibility requirements.

Example: a senior faculty member whose FT faculty appointment began at age 65 will be eligible for FIAP as of June 30 after 10 years of service at age 75. A **one time opportunity** for FIAP!

FIAP Benefit

- Equal to the greater of
 - 165% of the faculty member's academic base salary as of date of termination **or**
 - 165% of the average academic base salary for professors in the school
 - **Example:** $\$150,000 \times 165\% = \$247,500$.
 $\$247,500$ divided by 24 months = $\$10,312.50$ per month
- Academic base **does not include:**
 - salary attributable to CPUP, administrative stipends, or any other compensation paid by an entity other than the University of Pennsylvania
- Confirm academic base salary and FIAP benefit amount with FAPD
- Paid in 24 equal installments
- FIAP benefit paid out of University's employee benefits pool

FIAP

NOTE: Phased retirement and sabbatical must **end** before FIAP or any retirement begins. Sabbatical may not be used to extend the FIAP start date beyond June 30 in the academic year in which the faculty member turns 69.

Benefits during FIAP

Benefits at retirement—same as regular retirement benefit

- Medical Benefits
- Tuition Benefits

- Long-Term Care—may continue on a direct bill basis

Enhanced Benefits **during FIAP:**

- Group life insurance—one times base salary paid by Penn
- Dental Benefits-premiums for single or family coverage paid by Penn
- Vision Benefits-premiums for single or family coverage paid by Penn

Contributions to basic or supplemental retirement plans by faculty member and Penn end

- When FIAP ends, regular retirement benefits begin

FIAP Application Process

- Contact Senior Benefits Specialist in Human Resources to discuss eligibility and benefits
- Faculty members considering FIAP should speak to FAPD
- Faculty member enters into a written agreement with the school, which includes mention of the FIAP election, and other aspects of the faculty member's post-retirement relationship with the department or PSOM

****Hitchhiker's Guide to Faculty Retirement****

<https://provost.upenn.edu/sites/default/files/users/user747/Hitchhiker2021.pdf>

Sabbatical Before Retirement

“A faculty member who has committed to retire and who has sabbatical leave credits should be able to take a “retirement leave” without having to return to his or her duties at the University.”

(ALMANAC February 10, 2004)

REMINDER: *sabbatical must be used before regular retirement or FIAP*

Sabbatical*

- Eligibility: Tenure, Clinician-Educator, Research tracks at associate professor and above who have been a faculty member for at least 6 years
- Leave credits accrue at a rate of one credit per completed semester of **full-time** service (partial accrual during approved reduction in duties:
 - maximum 24 credits = 1 year sabbatical
 - credit are not accrued during sabbatical
 - can view current credit balance in Workday
- Sabbatical benefit is based on academic salary. Does not include:
 - salary does include salary attributable to CPUP, administrative stipends, or any other compensation paid by an entity other than the University of Pennsylvania
- Sabbatical benefit paid out of University's employee benefits pool
- Application process:
 - written request to Chief/Chair, Dean
 - completed and signed Leave of Absence Request Form
 - subject to review and approval by Chair, Dean and Provost
- *Stay-batical: same as sabbatical but meant to confirm support for using sabbatical for a project to be carried out at Penn*

Types of Sabbaticals

- Traditional
- Compressed (PSOM)
 - Recommended by the Medical Faculty Senate and approved by the University in 1997
 - Designed to allow eligible faculty with CPUP/CHOPPA supplements some flexibility regarding leave time and some financial protection

Traditional

Example

- *Dr. Smith has accrued 24 sabbatical credits*
- *Dr. Smith earns \$200,000 per year (academic salary: no administrative stipend, no CPUP supplement):*
 - *The **value** of the sabbatical is \$200,000*
 - *Dr. Smith is eligible to request a traditional scholarly leave of \$200,000*

Compressed sabbatical in PSOM

- Dr. Jones is a tenured physician-scientist or Clinician-Educator who has accrued 24 sabbatical credits
- Dr. Jones earns \$200,000 per year divided as follows:
 - \$142,800* as academic salary
 - \$57,200 through CPUP
 - CPUP supplement is not included in sabbatical benefit
 - Administrative supplements are not included in sabbatical benefit
- To preserve continuation of regular monthly gross salary of \$16,667, Dr. Jones **may** compress the payments, i.e., divide the total of \$142,800 over a shorter (compressed) time period
 - *goal is to replace \$16,667/month (regular combined salary is \$200,000 divided by 12 months = \$16,667/month)*
 - *\$142,800 divided by 8.6 months = \$16,667/month*
- Total monthly sabbatical benefit cannot exceed normal combined monthly salary of University + CPUP

**salary may be set at minimum for rank but EB contributions are based on FICA maximum which is \$142,800 in 2021*

Employment beyond retirement

- If a faculty member retires under **regular retirement** (i.e., NO FIAP), that faculty member may be employed with compensation up to 50%
- If a faculty member retires under **FIAP**, in general, the level of services to be performed after retirement should be no more than 20% of the level of services before retirement. 20% limitation continues **after FIAP when regular retirement begins.**
- Contributions to the retirement plans may be made by the emeritus faculty and University.

Putting it all together

- Sabbatical
- Phased retirement
- FIAP
- Retirement
- Employment or volunteer activities beyond retirement
 - Several examples: teaching, clinical activities, participation in graduate groups, administrative responsibilities
 - Discuss with Chief/Chair and prepare agreement for signature
 - Participate in PASEF/ASEF activities

Retired Faculty

- *“Rights and Privileges of Retired Faculty Members” Handbook for Faculty and Academic Administrators, II.E.9, C*
 - Office and research space and support staff: as available and not required by members of Standing and Associated faculties.
 - May attend meetings of their school faculties and participate in committee work, if invited
 - Continue as members of the Faculty Senate, but may not vote
 - Entitled to retain a Penn Card with all the privileges that entails such as admission to libraries and recreational facilities; spouse also eligible (fee)
 - Email account: may be problem if clinical
 - See <https://catalog.upenn.edu/faculty-handbook/ii/ii-e/> for additional details
- Currently, parking available at reduced cost—may negotiate with department
- Hitchhiker’s Guide to Faculty Retirement

Resources/References/Notes

FAPD website: Sabbaticals & Leaves Page

<https://www.med.upenn.edu/fapd/sabbaticalleaves.html>

- Leave of Absence Application form
- Faculty Handbook Policy II.E2
- Reduction in Duties in Anticipation of Retirement Request Form

Hitchhikers Guide to Faculty Retirement

- <https://provost.upenn.edu/sites/default/files/users/user747/Hitchhiker2021.pdf>

The Association of Senior & Emeritus Faculty

<https://www.med.upenn.edu/asef/>

Penn Association of Senior & Emeritus Faculty

<https://provost.upenn.edu/pasef>

Retirement

Questions?

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