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FROM: Lori Erickson, Assistant Vice President for Human Resources

SUBJECT: Voluntary Faculty Retirement Incentive Program for the College of Arts and Sciences

DATE: February 12, 2020

Dear Dr. :

The College of Arts and Sciences has elected to offer its tenured faculty a Voluntary Faculty Retirement Incentive Program. This program is designed to assist the College of Arts and Sciences' ongoing efforts to examine current operational paradigms, address changing enrollment patterns, and enable initiatives that allow strategic investment of resources. This is a one-time opportunity that may be withdrawn or altered at any time in the future. This special incentive is offered to eligible faculty who (1) submit an application for participation in the Program no later than March 31, 2020 and (2) will retire no later than June 30, 2021.

You have been identified as eligible to participate in the Program based upon your tenure status, age, and years of service at ETSU. If you choose to participate in the program, you must submit your application no later than 4:30 PM on Tuesday March 31, 2020 to the Office of Human Resources (located in Room 307, Burgin Dossett). Additional information regarding the program can be found at <https://www.etsu.edu/human-resources/VFRIP/>.

As a faculty member at East Tennessee State University, your commitment to our students and to this institution is greatly valued. I thank each of you for your longevity and service to this institution. The following information has been provided to assist you in any decision making. The Office of Human Resources, in conjunction with the College of Arts and Sciences will hold informational sessions regarding the program. A listing of sessions and registration can be found at <https://etsupws.etsu.edu/HRTD/CourseInfo/Detail/725>.

Eligible for Option 1:	
Option 1 Payout:	
Eligible for Partners for Health Retiree Medical Insurance:	
Required to enroll in Medicare:	
Eligible for Option 2:	
Anticipated* Option 2 Payout:	
Eligible for Partners for Health Retiree Medical Insurance:	
Required to enroll in Medicare:	
Current Retirement Program:	

*Option 2 payout will be calculated based on the 2020-21 base salary.