

## CHASS Policy for Return of Budget for T/TT Retirements and Separations

**Recall/Return Process:** When a tenured/tenure-track position becomes vacant (through retirement or separation) in a department or unit, it is immediately recalled to the College and placed in the college reserves budget. Funds for replacement teaching or other arrangements, on a temporary basis, are returned to the department. Funds recalled for tenured/tenure track positions will be set aside for future tenure-track hires.

Each spring, the Dean will set aside a portion of these funds for annual priorities and initiatives for the next fiscal year and will issue a call for hiring plans, based on departmental and programmatic needs.

Department heads and the Assistant Dean for Interdisciplinary Programs may submit requests for faculty recruitment, based on the needs of their department/programs. Such needs may be defined as replacement of core expertise in a department or program (linked to the resignation or retirement of existing faculty), opportunities associated with growth in existing programs (the capacity argument), and/or opportunities for investment in new and emerging areas of teaching and scholarship, including interdisciplinary programs and cross-unit or multi-program responsibilities.

Requests will be considered for recruitments at the level of Assistant, Associate, or full Professor, justified based on the needs above. The Dean will consider requests to recruit on notice of a vacancy during the academic year, but the number of “immediate” recruitments authorized will be limited. The amount of investment in faculty recruitment will vary from year to year, based on the needs of the College and the budgetary environment of the University.

**Phased Retirement Program (PRP):** The NC State Phased Retirement Program (PRP) allows a tenured faculty member who meets certain age and service conditions to retire from full-time employment at the University and convert to half-time employment status for three (3) years. Such employment consists of a half-time workload and a half-time salary based on the final year of full-time service. A full-time teaching load of 3/3 should be assumed for cases in which the half-time workload is defined exclusively as teaching. Requests to enter the PRP require the approval of the Department Head, in consultation with the Dean, based on the needs of the Department and the College. The recall-return guidelines related to PRP are as follows:

- a. 50 percent of the salary and benefits are recalled to the College for the entire time period of the PRP.
- b. Upon completion of the phased retirement, the retained position's salary and benefits are recalled in the pool of College Reserves available for reallocation.