



1. What is FERP?

The Faculty Early Retirement Program (FERP) is a program which provides eligible, tenured retired faculty members an opportunity to receive retirement income/benefits, while – for a limited duration and time base - additionally earning pay for post-retirement CSU employment. This document identifies the highlights of FERP participation. Please review Article 29 of the CSU/CFA Collective Bargaining Agreement for more information: <http://calstate.edu/hr/employee-relations/bargaining-agreements/contracts/cfa/index.shtml>.

2. How long can I participate in FERP?

The current duration limit for FERP employment is five (5) years. FERP participation shall commence at the beginning of the academic year, with active employment to begin in either fall or spring semester of that year, subject to agreement of the participant, Department Chair and Dean.

3. Who is eligible for FERP?

- The FERP program is available to tenured faculty members, tenured librarians and tenured counselors. Employees wishing to enter FERP must be at least 55 years of age and eligible for a service retirement.
- A tenured faculty member retiring after the start of the fall semester is eligible to begin FERP effective with the following academic year.
- Eligible participants must apply for a service retirement which begins concurrently with or prior to the beginning of the campus academic year. Please note that the faculty member must separately apply for FERP with the University, and for service retirement with CalPERS.

4. When am I eligible for retirement and how is my CalPERS retirement salary calculated?

A formula based on your age (at least 50 to 52 years of age, depending on your plan), years of service (at least five years of full-time service), and your highest salary during your employment (highest consecutive 12 or 36 months, depending on your plan) determines your monthly retirement salary. At age 63 or 67 depending on your retirement formula, age no longer makes a difference in the calculation of your retirement salary. Ten months of full-time service equals one year of service. At retirement, unused sick leave credit will be converted and added to your years of service. Before retirement, faculty can buy back lost service credit for various leaves of absence. For an estimate on your retirement salary, visit the CalPERS web site <http://www.calpers.ca.gov>. Contact CalPERS if you are uncertain of your retirement eligibility at (888) 225-7377.

5. What is the maximum FERP employment time base for instructional faculty?

The period of employment during each campus academic year shall be based on the needs of the department and must be approved by the Dean and the Provost, and specified in an appointment letter to the participant.

FERP employment is available in two options:

- Full-time employment in the Fall or the Spring semester, not to exceed 90 workdays. Normally 12 units of instruction, plus 3 units of instructionally-related activities.
- Half-time employment for the academic year (not to exceed 50% of the employee's time base in the year preceding retirement, full-time equivalent is 12 units of instruction and 3 units of instructionally-related activities). Normally, 6 units per semester, plus 1.5 units of instructionally-related activities. Other combinations can be considered. Note: Faculty can elect a lesser time base than stated above but cannot increase their time base throughout the five-year period.
- a faculty member whose FERP appointment is half-time for two semesters may not accept any additional employment with the CSU or its auxiliaries.
- A FERP participant who was in the Pre-Retirement Reduction in Time Base (PRTB) program immediately prior to retirement and who elects the FERP employment option of 50% of the regular time base in the year preceding retirement, would be limited to 50% of the PRTB time base as a FERP participant. For example, if a FERP participant was working half-time as a PRTB employee at the time of retirement, then s/he would be eligible for FERP employment at 25%.

6. What is the maximum FERP employment time base for Librarian faculty?

Librarian employment is available in two options:

- Full-time employment (40 hours per week) not to exceed 960 hours (in slight excess of 5 months).
- Half-time (20 hours per week) not to exceed 960 hours or approximately 11 months.
- Half-time employment in the 10-month classification with 2 months off per year
- Reminder: Librarians continue to earn vacation while on FERP and are encouraged to use vacation credits during their FERP employment.

Note: Librarian faculty can elect a lesser time base than stated above but cannot increase their time base throughout the five-year period.

7. What is my salary as an instructional FERP faculty?

As retired faculty, you will receive a monthly retirement check from CalPERS. In addition, FERP faculty will receive a monthly FERP employee paycheck. Your monthly salary will be at your faculty rank and salary immediately prior to retirement and at the time base approved. Throughout the five-year period, faculty will receive general salary increases as negotiated per the collective bargaining agreement. Direct deposit remains an option for FERP participants, who must re-enroll when beginning FERP, and it takes effect in 1-2 pay periods.

Teaching Only Fall Semester:	Pay warrants are paid in 6 equal payments at the end of September, October, November, December, January and February
Teaching Only Spring Semester:	Pay warrants are paid in 6 equal payments at the end of February, March, April, May, June, and July
Teaching Fall and Spring Semesters:	Pay warrants are paid in 12 equal payments

8. What are the Terms of Appointment?

- FERP employment is at the same rank and salary of the participant in the academic year or fiscal year immediately prior to retirement. Unless otherwise specified in the CBA, FERP participants remain eligible for salary increases such as GSIs (General Salary Increases) and SSIs (Service Salary Increases).

- A FERP participant may request a change in term of employment (for example, from full-time for one semester, to 50% over two semesters), subject to agreement of the Department Chair and Dean, and forwarded to Faculty Affairs. If the request is approved, a revised appointment letter will be provided to the participant.
- A participant may request a reduction in the time base of the FERP appointment. Any such reduction shall be permanent for the duration of the FERP appointment. A time base reduction below 50% will impact your benefits. Contact the Benefits Office prior to requesting a change.
- A FERP participant shall be required to perform normal responsibilities and his/her share of normal duties and activities.
- A participant shall, for the period of active employment, be deemed a tenured faculty employee. Such a participant shall be eligible to serve on governance committees whose assignments are normally completed during the period of employment. Such participants may, with the approval of the Provost, serve on RTP committees.
- FERP participants are not eligible for promotion or sabbatical/DIP leaves.

9. What if, in the year before I retire, I have a 12-month appointment?

Teaching faculty who hold a 12-month appointment must be converted to an AY appointment at the time of entry into FERP.

10. What priority do I have in course assignments?

- 1) Regular Full-Time (Probationary or Tenured) Faculty and FERP Faculty
- 2) Teaching Associates, Volunteers, Administrators
- 3) Temporary Faculty following Article 12.29

11. What happens if in a given semester there are no courses scheduled which I am qualified to teach?

If this is a short-term, one-semester, situation then the expectation is that the faculty member in FERP, along with their Chair, will work out a new schedule in which the faculty member can teach their full FERP load that academic year. That revised schedule would then need to be approved by the Dean and Provost. If the Chair/Dean and the faculty member in FERP cannot reach agreement then the procedures described below, in the next FAQ, will be used.

12. What happens if, for budgetary or programmatic reasons, my department will not offer during a given academic year a sufficient number of classes which I am qualified to teach to permit me to teach my full FERP load? Might I be laid off?

The simple answer is yes, but only after all other possibilities are explored and exhausted, only in accord with detailed procedures described below, and only as the last available option. If, for programmatic or budgetary reasons, the department to which the faculty member in FERP belongs will not offer a sufficient selection of classes during an academic year in the areas of expertise of the faculty member in FERP to employ the faculty member to the extent to which they are otherwise entitled, we would have to consider the possibility of a layoff of the faculty member in FERP.

If layoffs become necessary, Article 38 of the current CSU-CFA Agreement would prevail. Section 38.11 determines the order of layoff:

- A faculty member in FERP could not be laid off if there were Part-Time or Full-Time Temporary faculty in the department scheduled to teach courses for which the faculty member in FERP was qualified

- Faculty members in FERP do not have a priority over full-time Tenured or Probationary faculty

13. Am I expected to serve on committees while FERPing? Are there any limitations as to the committees upon which I may be asked to serve?

Yes, and yes. Faculty members in the FERP program are considered tenured faculty and are expected to perform regular advising and other normal duties. When serving on a committee you have the same voting or other rights as any tenured faculty member. You are expected to provide service and participate in shared governance activities at a level commensurate with your appointment level. With prior approval by the Provost, you may serve on a recruitment committee or an RTP committee.

14. What deductions will my FERP paycheck contain?

- Deductions for state and federal taxes, and CFA union dues/fees. TSA deductions are optional.
- No deductions for PERS retirement, medical benefits, or Social Security (OASDI).
- Life insurance and long-term disability are neither retirement nor FERP benefits. You may contact Standard Life Insurance to convert from group coverage to an individual policy.

15. How do I maintain my benefits coverage during and after FERP?

- Health benefits are covered from your monthly CalPERS retirement check through deductions.
- Vision coverage is paid 100% by the employer while on FERP. After FERP, employer-paid vision coverage discontinues and you will receive an enrollment form to continue coverage with VSP via the Voluntary CSU Retiree Vision Plan, which is paid by the retiree. If you are eligible for Medicare Part B (65 years or older), you will need to coordinate your benefits with CalPERS for the Medicare entitled vision coverage.
- Enhanced dental coverage is 100% employer paid while on FERP. After FERP, the dental coverage reduces to the basic plan level of coverage.

16. Can I continue a Tax Shelter Annuity while on FERP?

- Yes. All FERP TSA participants must go online at the beginning of FERP to make a contribution change to restart TSA contributions. Thereafter, participants with an employment period of one semester per year must go online to change contributions each semester to reactivate in a timely manner in order to make a maximum of five monthly contributions per semester. Reaching age 70 1/2 during FERP may require taking annual Minimum Required Distributions from 401(k)/403(b)/457(b) retirement plans (consider consulting with a tax advisor in this case).
- 403b – FERP faculty can continue contributions only during the semester they receive a paycheck.
- 401K and 457 – FERP faculty cannot contribute to these plans.

17. FERP faculty are not eligible for the following collective bargaining provisions:

- Promotions
- Sabbatical Leaves
- Difference in Pay Leaves
- Unlimited Sick Leave

18. May I take a leave of absence without pay while on FERP?

- A participant shall be granted one (1) leave of absence without pay for personal illness for all or part of the period of employment. While such leaves shall not affect future participation in FERP, the

year in which a medical leave is taken would count as one of the five (5) years of participation in the program.

- At the time of service retirement and appointment in FERP, a participant may elect to carry over up to 48 hours of sick leave into the FERP appointment if the participant elects to reduce his/her accumulated sick leave by that amount for service retirement credit.
- In addition to the sick leave carry over, full-time FERP participants shall continue to accrue eight (8) hours sick leave per qualifying academic pay period or qualifying pay period during the period of employment. Such accrual shall be pro rata for less than full-time participants.
- A maximum of one hundred and sixty (160) hours of sick leave may be accrued during FERP. At the end of the FERP appointment, any remaining sick leave is forfeited and may not be converted to service credit.

19. What additional employment can I accept as a FERP?

- The collective bargaining agreement restricts FERP faculty to 90 days employment or 50% employment over the academic year after your retirement date. Summer session employment is not permitted while on FERP. It is possible to teach a summer session prior to your retirement. If your retirement date is in late August, you could teach an early summer session since the restriction of employment is after your retirement date.
- Foundation employment is permitted during FERP employment because the Foundation is a non-CalPERS contributor. However, the 25% additional employment rule applies during the semester(s) of FERP employment.

20. What is the process for ending FERP Participation?

- Faculty may resign from FERP at any time during the 5-year program.
- The faculty member should submit written notification, including the specific resignation date, to his/her Department Chair using the FERP request form. The department chair will sign and forward to the Dean for signature. The Dean will forward to Faculty Affairs so we can notify HR/Payroll. The form is available at: https://www.cpp.edu/faculty-affairs/documents/FERP-Request-Form_Semester.pdf

21. Can I change my semester of FERP employment?

Yes, in mutual agreement with the Department Chair and Dean. Your request is to be submitted to your Department Chair in writing (email acceptable) and will be forwarded to your Dean and the Associate Vice President for Faculty Affairs. Your request must indicate if the semester change is permanent or for one year only. Check with the Benefits Manager to determine how such a change may affect your vision coverage.

22. Can I be terminated from FERP?

Only under the following conditions:

- Dismissal for cause
- Failure to meet the employment commitment
- Layoff

23. Can I accept CSU employment after retirement or FERP?

Yes. You are restricted by CalPERS regulations not to exceed 960 hours or 50 percent of the hours you were employed during the last fiscal year of service prior to retirement. Full-time faculty calculations are based on 30 units. Fifteen units is the maximum workload a former full-time faculty can teach within a

year. Such employment would be in a Lecturer classification at a salary rate appropriate to that classification. (CalPERS Pub 33) <https://www.calpers.ca.gov/docs/forms-publications/employment-after-retirement.pdf>

24. What is the Pre-Retirement Reduction in Time Base Program [PRTB]?

This program allows faculty to phase into retirement for a five-year period at 2/3, 1/2, or 1/3 timebase. (Pre-Retirement Reduction in Time Base Program Collective Bargaining Agreement (CBA), Unit 3 Faculty Contract.) In this program, faculty work less and receive prorated pay while continuing to make full monthly PERS retirement payments and earning a full year of PERS service credit for each year worked. At the end of the 5-year period, faculty can retire and enter FERP, but their FERP timebase is limited to half of their PRTB timebase.

25. More Information:

This document identifies the highlights of FERP participation. Please review Article 29 of the CSU/CFA Collective Bargaining Agreement for more information: <http://calstate.edu/hr/employee-relations/bargaining-agreements/contracts/cfa/index.shtml>.

The CSU/CFA Collective Bargaining Agreement (November 12, 2014 – extended to June 30, 2021) is at: <https://www2.calstate.edu/csu-system/faculty-staff/labor-and-employee-relations/Pages/unit3-cfa.aspx>

For additional information on FERP, please refer to the following CSU Coded Memoranda:

1. <https://csyou.calstate.edu/Policies/HRPolicies/TL-BEN2004-08.pdf>
2. <https://csyou.calstate.edu/Policies/HRPolicies/HR2008-23.pdf>

For further information contact:

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- Ms. Mary Ferrel, Faculty Affairs Specialist - luceroferrel@cpp.edu, Ext.3407

For CalPERS retirement and other benefits questions contact:

- Ms. Jodi Stewart, Benefits Analyst – jlstewart@cpp.edu, Ext. 3735, and/or visit: <http://www.cpp.edu/~benefits/retirement-programs/index.shtml>.

*If any portion of these Highlights conflicts with the current CBA, the CBA is controlling.