

VOLUNTARY PARTIAL RETIREMENT FORM (VPR)

Select One: New Revised

With department head support, work with your business office or benefits administrator at the regional campuses to complete this form.

Section 1: ELIGIBILITY

Faculty and administrative/professional staff age 55 or more with at least 10 years of benefits-eligible service meet VPR criteria. Concurrent Employment requires the completion of a separate VPR Request Form for each position.

Name Anna Purdue PERNR 987654321
 Org Unit Technical Resources Campus West Lafayette
 Position Type: Faculty Administrative/Professional/Management/Research Faculty

Section 2: REQUEST DETAILS -- for revisions, note changes only --

The VPR duration is at the discretion of the unit. Maximum allowed is up to five (5) years.

Start date 08 / 14 / 2017 End date 05 / 17 / 2020

PROPOSED WORK SCHEDULE:

- Please indicate current pay frequency
 Academic Year or Fiscal Year (10, 11, or 12 months)
- Please indicate percentage of work time planned for VPR transition: ___% for entire term of VPR period
OR Variable Schedule (Below indicate % of work proposed)

VPR Year 1		VPR Year 2		VPR Year 3		VPR Year 4		VPR Year 5	
Fiscal Year <u>17-18</u>		Fiscal Year <u>18-19</u>		Fiscal Year <u>19-20</u>		Fiscal Year _____		Fiscal Year _____	
Fall Half	Spring Half	Fall Half	Spring Half	Fall Half	Spring Half	Fall Half	Spring Half	Fall Half	Spring Half
100%	0%	100%	0%	100%	0%				

Fall Half = 1st Semester (academic year pay cycle) or July 1st through December 31st (fiscal year pay cycle)

Spring Half = 2nd Semester (academic year pay cycle) or January 1st through June 30th (fiscal year pay cycle)

Summer session work for AY faculty/staff is permitted and may be arranged as needed but is not part of the VPR schedule.

- Summarize work adjustments proposed that will align with your reduced schedule:
 If the proposed works chedule cannot be captured above, a concise description of any special notes, conditions, work period(s) and associated effort must be described below. (Attach additional page if necessary)

Effective with Fall Semester 2017, I will transition to a reduced schedule where I will reduce my effort to 50% for the academic year. I will teach my normal load and work 100% during the Fall Semester. I will not be working during the Spring Semester and do not plan to work the Summer Session. During the fall semester, I will continue to teach, perform research, and continue advising my graduate student, Taylor Smith who is due to finish December 2018.

- My employment may not be supplemented by employment elsewhere at the University.
- I understand I may retire completely anytime during the VPR period.
- The duration of the VPR transition cannot be lengthen nor the percent of my time employed be increased.
- My VPR may be reviewed on an annual basis to evaluate the needs and financial exigencies of the Department as well as my performance.

Section 3: REVIEWS AND APPROVAL

Requested By: <u>Anna Purdue</u> Name (print) <u>Anna Purdue</u> Signature <u>May 1, 2017</u> Date	ELIGIBILITY VERIFICATION <u>Aaron James</u> Business Office (print) or Benefits Administrator at Regionals <u>Aaron James</u> Signature <u>May 8, 2017</u> Date	APPROVED BY: <u>Deborah Data</u> <u>May 8, 2017</u> Dept. Head Signature Date <u>Steve Kirby</u> <u>May 10, 2017</u> Dean/VP/Chancellor Signature Date <u>Susan Ince</u> <u>May 25, 2017</u> West Lafayette Retirement Approver Date
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