

1 ARTICLE 24

2 EMPLOYEE BENEFITS

3 24.1 Health Benefits. The University and UFF support legislation to provide
4 adequate and affordable health insurance to all employees through UCF Human
5 Resources. Employees are encouraged to contact Human Resources with
6 questions regarding their benefits.

Commented [CR1]: Sentence retained at UFF's recommendation.

7 24.2 Other BenefitsPart-Time Employees. AllPart-time employees are entitled to
8 employer-funded benefits under the provisions of state law and the rules of the
9 Department of Management Services. Part-time employees should contact the
10 Human Resources office to determine the nature and extent of the benefits for
11 which they are eligible.

12 24.3 Retirement Credit. Retirement credit for employees who are authorized by
13 the University to take uncompensated or partially compensated leaves of absence
14 shall be granted in accordance with State law that exists at the time leave is
15 granted. Employees who plan to take a leave of absence should contact the
16 Human Resources office for complete information prior to taking the leave.

Commented [CR2]: Sentence retained at UFF's recommendation.

17 24.4 Benefits for Retirees.

Commented [CP3]: No longer part of the bargaining unit.

18 (a) Employees who retire from the University shall be eligible, upon request,
19 and on the same basis as employees, subject to University policies, to receive the
20 following benefits at the University.

Commented [CR4R3]: BOT recommending keeping this section for retirees with a few updates.

- 21 (1) Retiree identification card;
- 22 (2) Use of the University library (i.e., public rooms, lending and research
23 service);
- 24 (3) Listing in the University directory;
- 25 (4) Placement on designated University mailing lists;
- 26 (5) A free University parking permitdecal for use by the retiree;
- 27 (6) Use of University recreational facilities (retirees may be charged fees
28 different from those charged to other employees for the use of such facilities);
- 29 (7) The ability to enroll in courses at the University without payment of fees,
30 on a space available basis, subject to the provisions of Florida Statutes;
- 31 (8) A mailbox in the department/unit from which they retired, subject to space
32 availability; and

33 (9) University sponsored e-mail address. The University shall provide a retiree
 34 a university sponsored email address on the ucf.edu domain
 35 (name@knights.ucf.edu) upon request. ~~The University will forward e-mails from~~
 36 ~~the employee e-mail account (name@ucf.edu) to the retiree’s e-mail account for~~
 37 ~~6 months.~~

38 (b) In accordance with University policy, and on a space available basis, the
 39 University is encouraged to grant a retiree’s request for office or laboratory
 40 space.

41 ~~24.5 Retirement Programs. The parties agree that the Optional Retirement~~
 42 ~~Program and the Florida Retirement System are governed by Florida Statutes and~~
 43 ~~regulations of the responsible division of state government. Refer to~~
 44 ~~www.myfrs.com for details.~~

45 ~~24.65 Tuition Waiver Benefit Programs.~~ The University offers an employee benefit
 46 program to provide tuition waivers to full-time employees, including employees
 47 on sabbaticals, professional development program assignments, administrative
 48 professional development assignments, and grants-in-aid, medical, educational
 49 leave, or involuntarily called to active military service, to enroll in up to six credit
 50 hours in eligible courses per term on a space-available basis. Employees using the
 51 employee tuition waiver and contingent waiver recipients shall be allowed to
 52 register two hours ahead of state employees. Eligibility guidelines and procedures
 53 are available on UCF’s Human Resources or UCF Regulations websites. To be
 54 eligible for a waiver, one must first be accepted at the university as a student.

55
 56 Neither employees nor their spouse and dependent child(ren) under the age of 26
 57 may receive a tuition waiver for enrollment in a course during a Winter
 58 Intersession or a Maymester.

59
 60 (a) Tuition Waiver Benefit Limitations. Courses ineligible for the tuition waiver
 61 benefit include but are not limited to: courses offered through other State
 62 Universities, State Colleges, including UCF courses offered at State College rates;
 63 Continuing Education classes or courses offered for credit or non-credit; Medical
 64 Education programs; courses associated with programs approved for special
 65 tuition in excess of standard tuition rates, including those associated with Cost
 66 Recovery programs; Market Rate programs; and some Professional programs;
 67 independent study; supervised research; thesis hours; dissertation; internships;

Commented [CP5]: Covered by 24.2.

Commented [CR6]: This is the term that was adopted in the last version of A22 instead of the misleading term, "leave."

Commented [CP7]: Not a leave, but a different assignment.

Commented [CR8]: Language drawn from 5/9/23 MOU.

68 externships and other field experiences; co-ops; or applied, individualized
69 instruction in Music, Art, or Dance. Penalty Fees, including excess hour fees and
70 repeat course fees, also are not covered by the tuition waiver benefit. Limitations
71 apply to all recipients of this benefit.

72 (b) Contingent Waiver Program. If an employee does not use the employee
73 tuition waiver benefit program or does not use the full six credit hour benefit
74 during a semester or summer, then the spouse or dependents (up to the age of
75 26) of the employee may receive a tuition waiver for that semester or summer.
76 The spouse or dependent may use up to six credit hours not used by the
77 employee to enroll in eligible courses on a space-available basis per term. This
78 contingent waiver may be used by up to two individuals during any given term
79 and is subject to the same limitations as employees.

Commented [CP9]: Clarifying that the conditions apply to both a and b.

80 24.76 Employee Assistance Programs. Information about the University's
81 Employee Assistance program may be found on the UCF Human Resources
82 Website.

Commented [CP10]: Covered in 24.2

83 24.87 Pre-tax Benefits Program. To the extent permissible by federal or
84 state law the University shall continue to provide pre-tax programs for
85 employees.

Commented [CR11]: Language retained as recommended by UFF, 8/14/24.

86 24.98 Transition-to-Retirement Program. The UCF Transition-to-Retirement
87 Program (T2RP) allows eligible employees to request a planned transition to
88 retirement by reducing their assigned FTE over a period of one or two consecutive
89 academic years while their department or unit continues to benefit from their
90 effort and experience. The T2RP is voluntary for the employee and subject to
91 agreement in advance with the department or unit head about assigned duties
92 and FTE. T2RP provides reduced duties for one or two consecutive academic years
93 with compensation each academic year commensurate with the FTE assigned for
94 that academic year. At UCF, each academic year begins on August 8 and ends on
95 the last day of the spring semester (either May 6 or May 7).

96 Participants in T2RP are not yet retired but rather are transitioning toward
97 retirement in a planned manner that benefits the employee and the University.
98 The period of T2RP participation is governed by all provisions of this Agreement,
99 including Articles 12 (Non-reappointment), 15 (Tenure), 16 (Discipline), and 17
100 (Leaves). T2RP participants retain their tenure, if applicable, as well as most other

101 rights and responsibilities, such as accrual of sick leave, of employees with the
 102 same FTE. Active tenured participants in T2RP are not subject to comprehensive
 103 post tenure review.

Commented [CP12]: This is our current practice to exclude T2RP participants from PTR.

104 (a) Eligibility. Employees who have received notice of non-reappointment,
 105 layoff, or termination, or who have already retired, including participants in the
 106 State’s Deferred Retirement Option Program (DROP) ~~or in the PRP~~, are not eligible
 107 to request participation in T2RP. Employees who are returning from a leave, such
 108 as a sabbatical, professional development leave, or paid parental leave are
 109 ineligible to participate in T2RP until they have served the appropriate amount of
 110 time in a full-time appointment.

111 (1) Full-time, nine-month and twelve-month instructional E&G employees
 112 who have been employed full-time at UCF for the previous five academic years
 113 and who would otherwise be eligible to retire in their respective retirement plan
 114 upon completion of the T2RP program are eligible to participate in T2RP.

115 (2) Employees who desire to participate in T2RP must concurrently submit
 116 their written request for T2RP participation and retirement/resignation
 117 paperwork. This request for participation must be submitted no later than
 118 February 1 preceding the beginning of their desired participation in T2RP for the
 119 next academic year; the retirement/resignation date specified must be the last
 120 day of the spring semester of the next academic year or of the following academic
 121 year. The employee and the department or unit head shall have three months, or
 122 until May 1, whichever occurs later, to determine whether an agreement for
 123 reducing the employee’s assigned FTE can be reached. If, after a reasonable good
 124 faith consideration of all factors, an agreement cannot be reached for a reduced
 125 FTE assignment, ~~an employee may not be eligible to participate in T2RP as~~
 126 ~~requested. If an agreement cannot be reached for a reduced FTE assignment,~~ the
 127 employee shall not be eligible to participate in T2RP as requested. A change to a
 128 T2RP assignment may be subject to the Assignment Dispute Resolution process in
 129 Article 9. However, if the employee remains employed in the same position at
 130 UCF and eligible to request participation in T2RP, their T2RP request may be
 131 resubmitted in a future year.

Commented [CP13]: Streamlining language

Commented [CR14]: An employee’s assignment(s) during T2RP participation are agreed to by the time the T2RP participation form is filed. An occasional change in assignment may be necessary for any of a variety of reasons. However, no change to an assignment should be arbitrary or unreasonable.

132 (3) The decision to participate in the T2RP is irrevocable after the required
 133 approval document has been executed by all parties.

134 (b) Program Provisions. All participants in T2RP must retire or resign at the end
 135 of their participation in T2RP. A planned date of retirement/resignation, which
 136 shall not be extended, must be submitted by the employee when requesting
 137 participation in T2RP. On the date of retirement/resignation, the employee
 138 relinquishes all rights to tenure, if applicable. Participants’ retirement benefits
 139 shall be determined upon retirement, as provided under Florida Statutes and the
 140 rules of the Division of Retirement.

141 (1) FTE During T2RP Participation. The reduced FTE in the first academic
 142 year of participation in T2RP ~~shall be~~ be no greater than 0.75 and no less than
 143 0.50, and the reduced FTE in the final academic year of participation in T2RP,
 144 whether the final year is the first or second year, shall be 0.50.

145 (2) Released Time. While participating in T2RP, employees may use released
 146 time from contracts or grants to fulfill a portion of their assigned FTE as a buyout,
 147 subject to the approval of the department or unit head. No other released time
 148 may be used to fulfill or buyout any portion of a participant’s assigned FTE.

149 (3) Summer Appointment. Employees participating in T2RP for two
 150 consecutive academic years may be offered a supplemental summer appointment
 151 between the first and second years of their T2RP participation. Alternatively, a
 152 participant may use funds from contracts and grants for a summer contract.
 153 Regardless of the source(s) of summer funding, the total FTE for the summer
 154 appointment shall not exceed the assigned FTE in either of the two years of T2RP
 155 participation. For example, a participant with 0.65 FTE for the first year in T2RP
 156 may not have a summer appointment that exceeds 0.65 FTE.

157 (4) Eligibility for Leave. While participating in T2RP, an employee is not
 158 eligible to apply for nor to take a sabbatical, professional development ~~program~~
 159 ~~assignment~~leave, unpaid personal leave, paid parental leave, or an administrative
 160 professional development ~~assignment~~leave.

161 (5) Resignation/Retirement During T2RP. A T2RP participant who wishes to
 162 terminate his/her T2RP agreement by resigning or retiring prior to the agreed
 163 upon ending date has the professional obligation, whenever possible, to provide
 164 the University with sufficient notice of his/her retirement or resignation to avoid
 165 scheduling and classroom disruptions. If the participant has a funded research
 166 assignment only, he/she has a professional obligation to provide a minimum of
 167 one full semester’s notice prior to their resignation or retirement.

Commented [CR15]: This is the term that was adopted in the last version of A22 instead of the misleading term, “leave.”

168 (6) Employees are encouraged to contact HR to review potential impact to
169 their insurance premiums during T2RP.
170