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POLICY STATUS: Active

INFORMATION FOR UNIVERSITY RETIREES AND PHASED/PROSPECTIVE RETIREES

Updated annually by the University Senate Committee on Retiree Rights and Benefits*

The University of Kansas prohibits discrimination on the basis of race, color, ethnicity, religion, sex, national origin, age, ancestry, disability, status as a veteran, sexual orientation, marital status, parental status, gender identity, gender expression and genetic information in the University's programs and activities. Retaliation is also prohibited by university policy. The following persons have been designated to handle inquiries regarding the non-discrimination policies and are the Title IX coordinators for their respective campuses: Executive Director of the Office of Institutional Opportunity and Access, IOA@ku.edu 1246 W. Campus Road, Room 153A, Lawrence, KS 66045, (785) 864-6414, TDD (785) 864-2620, TTY 711 (for Lawrence, Edwards, Parsons, Yoder and Topeka campuses); Director Equal Opportunity Office, Mail Stop 7004, 4330 Shawnee Mission Parkway, Fairway, KS 66205, 913-588-8011, 711 TTY (for Wichita, Salina, and Kansas City, Kansas, medical center campuses).

Document updates: 08/07 (Computer Services); 10/07 (Ambler Student Recreation Fitness Center); 11/07 & 10/08 (parking); 4/12 (nondiscrimination statement); 5/12, 10/13, 5/14, 5/15 (general updates), 04/18 (major revision with updates to most entries).

This document resides at: <http://policy.ku.edu/office/Human-Resources>

***Note: This information is subject to change at any time. Please consult the KU Policy Library (<http://policy.ku.edu>) for current information about specific policies pertaining to retirement and retiree matters.**

RE: RETIRED and/or EMERITUS FACULTY. Like many universities, KU makes a distinction between "retired" and "emeritus" faculty (see <http://policy.ku.edu/provost/emeritus-status>). Retiring members of the faculty and administrators automatically receive emeritus/emerita status if they are at least 55 years of age, have a minimum of ten years of full-time continuous service at the University of Kansas, and are determined by the University to be in good standing at the time of retirement. Length of service for members of the faculty is determined on an academic-year basis. In some academic units, emeritus faculty have special privileges.

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GENERAL INFORMATION AND HELP

*Upon retirement a member of the faculty, unclassified staff, or University support staff moves from **active** (a person with an active payroll appointment) to **affiliate** status (a person without a payroll appointment, yet who is eligible for access to University services) and remains on the HR/Pay database.*

Faculty and staff with retirement-related questions may contact the Benefits Office of Human Resource Management at benefits@ku.edu, (785) 864-4946, or Room 150 Carruth-O'Leary.

ATHLETICS ----- For sports other than men's basketball, contact the [KU Athletics ticket office](#): (785) 864-3141.

The Office of University Governance, (785) 864-5169, holds policies concerning [Men's Basketball tickets for faculty, staff & retirees](#).

AUDITING COURSES ----- (Note: the Registrar's Office does not use the term "audit"; instead, it uses the phrase "visiting/senior citizen waiver"). In accordance with Kansas Board of Regents policy, any Kansas resident 60 years of age or older may qualify to attend courses at state universities on a space available basis and with waiver of tuition, as a **non-degree seeking "visitor" student**. For more information, consult the Registrar's [Visitor/Senior Citizen Waiver website](#).

BOOKSTORE ---- With KU ID available from the [KU Card Center](#), retirees receive the same discounts as active faculty and staff at the University Bookstore: 20% on General Books and 10% on KU Apparel. These discounts apply to in-store purchases only.

CHANGE OF ADDRESS ----- Retirees may directly update addresses by using employee self-service in the HR/Pay system or they may contact the Human Resource Management at (785) 864-4946, or email hrdept@ku.edu. Federal mail may be sent to The University of Kansas, Department of Human Resource Management, Carruth-O'Leary Hall, 1246 West Campus Road, Room 103, Lawrence, KS 66045-7505.

CREDIT UNION ----- Current accounts of retirees in the [Truity Credit Union](#) and the [KU Medical Center Credit Union](#) continue to be active and retirees may join the credit unions and open new accounts as affiliates of the University of Kansas.

EMAIL & COMPUTER SERVICES ----- Retirees may continue to use the KU electronic mail system and their e-mail address, with adherence to the university [electronic mail policy](#). Spouses of deceased retirees or other members of their family are not eligible to obtain KU email accounts.

ENDACOTT SOCIETY ----- Housed in the Adams Alumni Center, the Endacott Society (a KU affiliate organization) provides a variety of educational, cultural, and social activities for retired faculty, professional staff, and University support staff and spouses. Retiring faculty and staff and their spouses who have officially retired from the University of Kansas, and are members of the Kansas University Alumni Association, are eligible for membership in the Endacott Society. Faculty and spouses who have officially retired from another four-year institution of higher education who are members of the Kansas University Alumni Association and who initiate a membership are also eligible. If not a lifetime member of KUAA, one must pay discounted KUAA annual dues of \$25 for a single retiree and \$30 for joint membership. To sign up for the Endacott Society listserv send the message SUBSCRIBE EMERIT-L with your name to listproc@listproc.ku.edu (e.g., "subscribe emerit-l Jane Doe"). Contact (785) 864-9761.

FOOD SERVICE ----- Retirees may purchase meal plans from [KU Dining](#) with an active KU Card from the [KU Card Center](#). The meal plan is loaded onto the KU Card, which is presented to the cashier for payment when a meal is purchased. Retirees can save 10% up front and can save an additional 10% off the door rate at our Residential Dining Centers with the Faculty & Staff Plan. The dining plan will be on your active KU Card and signing up couldn't be easier. You can purchase KU Dining Dollars in \$50 increments for a discounted \$45.00 price through the [KU Bookstore's Website](#). See [kudining.com](#) for more detail.

HEALTH INSURANCE

Upon retirement the University of Kansas no longer contributes toward the health insurance premium. The State's health care coverage ends the last day of employment, even if that date occurs mid-month. *Retirees may continue in the State health insurance, and may cover spouses and other eligible dependents, by electing one of the various plans offered and by paying the full premium. When Medicare eligible, the retiree must enroll in Medicare, which becomes the primary insurer, and can elect a State of Kansas retiree health plan as the secondary insurer.* Find additional information about the current State of Kansas retiree health plans at <http://www.kdheks.gov/hcf/sehp/default.htm>.

Details of all plans are available each year during the Direct Bill Open Enrollment period (generally the month of November, for changes effective the following January); information is mailed to participants from the State Employee Health Plan. State of Kansas retirees are considered "Direct Bill" participants and premiums are deducted monthly from the retiree's bank account. For assistance with retiree health plan issues, contact the State of Kansas [Direct Bill Call Center](#) staff at the numbers or emails listed, or call the toll--free phone number 866-541-7100, or email KDHE.Benefits@ks.gov.

KU ON WHEELS and Parking's Park & Ride ----- Retirees may ride campus buses at no charge by showing a KU ID card from the [KU Card Center](#); they may obtain a permit for the Park & Ride lot free of charge. Consult [KU on Wheels](#) for route maps, schedules and more information, or call (785) 864-4644.

LETTERHEAD/ENVELOPES ----- Retired members of the faculty and staff may use departmental letterhead and envelopes when engaged in professional activities related to their current or former University responsibilities.

LIBRARY PRIVILEGES ----- As KU affiliates, retirees have full library privileges, including access to [Interlibrary Loan](#). All patrons are required to present their [KU Card](#) to check out or renew library materials and to request library services. Retirees who maintain a mailbox in their former units may request that materials be delivered to that mailbox using the [TripSaver](#) service, or they may email acgrs@ku.edu following a TripSaver request to specify the Adams Alumni Center as the delivery location. For additional information on KU Libraries, please visit lib.ku.edu or call 785-864-8983.

LIED CENTER EVENTS ----- For those age 62 and older, the Lied Center has a 10% discount on tickets. For information on tickets and ticket discounts, or to inquire about volunteer opportunities that include admission to events contact the [Lied Center](#) Ticket Office (785) 864-2787.

NEWS SERVICE, KU ----- The best way to keep current on university news is to subscribe to [KU Today](#), the university's electronic newsletter. Subscription forms are available at <http://news.ku.edu/>.

OSHER LIFELONG LEARNING INSTITUTE offers lifelong learning classes for a modest fee that Retirees may find interesting. [KU Alumni Association](#) members receive a discount for courses.

PARKING PERMITS ----- Retirees are eligible to choose between two kinds of parking permits. They may purchase a retiree permit, valid in any color zone, for an [annual fee](#), or obtain a permit for lots 301

and 302 only (which are serviced regularly by the Route 41 bus connecting to main campus) for free. Retiree parking permits are available, with retiree ID, at the Parking and Transit Office, 1501 Irving Hill Road; phone (785) 864-7275. Parking regulations define “retiree” as “any faculty or staff member who has retired from the University of Kansas who has NOT returned to active employment on campus.”

PIONEER CEMETERY ---- Burial plots in [Pioneer Cemetery](#) (administered by KU Endowment) are available to retired faculty, staff and administrators, and the spouse of any eligible employee. Eligibility typically requires 15 years of service to the university. All costs, such as cremation, interment and the placement of markers are borne by families or estates of the deceased. For additional information or questions about eligibility contact Monte Soukup: msoukup@kuendowment.org; (785) 832-7435.

RECREATIONAL FACILITIES

Robinson Center ----- On presentation of KU ID from the [KU Card Center](#), retirees have free access to the facilities of Robinson Center. An annual pass for a spouse or significant other can be purchased in Room 124 Robinson Center. Lockers may be rented for an annual fee. Click on [Robinson Center](#) or call the Information Line, (785) 864-3385 or (785) 864-0795.

Ambler Student Recreation Fitness Center ---- KU retirees may purchase a membership to the Ambler Student Recreation Fitness Center in Room #103, with verification of status prior to activation of membership; retirees must show KU ID Card from the [KU Card Center](#). KU retirees are eligible for a one-time, one-week free trial membership to the center. Click for [further information and ASRFC hours](#), or call (785) 864-3546.

REHIRING RETIREES ----- Rehire of retirees is initiated at the unit level and is governed by the University [Retiree Rehire Policy](#).

RESEARCH SUPPORT

Several units of the University provide research support to retired faculty. Please see the [KU Center for Research, Inc.](#) for further information or call (785) 864-3441.

Other support, including lab space, office space, endowment funds for travel and research, and secretarial support, is provided at the discretion of the individual units.

RETIREE ID ----- A retiree photo ID is available for no charge at [KU Card Center](#) on the 4th floor of the Kansas Union. The card can be used at the library and as a [stored---value account](#) that can be used on campus for photocopying, printing, bookstore, and food purchases. There is a charge for the replacement of lost cards. [Card Center](#) hours: 8 a.m.-4:30 p.m. M-F; phone: (785) 864-5845.

SPRAGUE APARTMENTS ----- Rent controlled one and two bedroom units at the Sprague Apartments (administered by KU Endowment) are available to retired faculty, staff and administrators, and the surviving spouses of any eligible employees. For information or questions, contact Monte Soukup: msoukup@kuendowment.org; (785) 832-7435.

THEATRE, UNIVERSITY ----- Retirees are eligible for up to two complimentary tickets for all University Theatre productions presented in the Crafton-Preyer Theatre and Stage Too! during the academic year. Complimentary and/or discounted tickets are also available for the summer Kansas Repertory Theatre productions. [Kansas Repertory Theatre](#) discount information will be sent to retiree patrons each season once performance schedules and prices are finalized. Contact the University Theatre Box Office for more information, (785) 864-3982 or theatretickets@ku.edu.

VOTING PRIVILEGES

University Senate and Faculty Senate meetings are open to the public, but may be closed to non-members by an affirmative vote of two-thirds of the members present and voting. A closed meeting must be done in conformity with State Law. In absence of a closed meeting, any member of an open Senate meeting (University or Faculty) may move to permit a non-member of Senate to speak for a specified time on the issue under consideration, with a two-thirds majority of the members present and voting required for approval. Only University and Faculty Senate members may vote. See the [University Senate Code](#), [University Senate Rules and Regulations](#) or [Faculty Senate Rules and Regulations](#) for policies and procedures.

Meetings of the Staff Senate are open to all, but voting privileges are reserved for active employees who have been elected to Senate membership. See the [Staff Senate Code](#) for additional policies and procedures.

Academic departments and programs ----- Voting privileges in academic departments and programs are determined by the faculty in those units.

College of Liberal Arts and Sciences and the professional Schools ----- Voting privileges for emeriti faculty vary considerably. Interested retirees are advised to consult the appropriate dean's office or the bylaws, code, or governance documents of the school. Phone numbers, and, where available, the relevant website addresses are reproduced below.

[College of Liberal Arts and Sciences](#) ----- (785) 864-3661

[School of Architecture & Design](#) ----- (785) 864-4281

[School of Business](#) ----- (785) 864-7500

[School of Education](#) ----- (785) 864-3726

[School of Engineering](#) ----- (785)864-3881

[School of Journalism & Mass Communications](#) ----- (785) 864-4755

[School of Law](#) ----- (785) 864-4550

[Libraries](#) ----- (785) 864-8983

[School of Music](#) ----- (785) 864-3436

[School of Pharmacy](#) ----- (785) 864-3591

[School of Social Welfare](#) ----- (785) 864-4720

[WATKINS MEMORIAL HEALTH CENTER](#) ----- Retirees of the University of Kansas are entitled to use the health center pharmacy and immunization/travel clinic with written order from an outside physician. However, please be aware that Watkins Health Services does not participate as a Medicare provider and cannot bill Medicare. For further information see the Watkins website at <http://studenthealth.ku.edu> or call (785) 864--9500.

[WOMEN'S CLUB, UNIVERSITY](#) ----- Affiliated with KU, University Women's Club members meet for friendship and to serve the University. Formed in 1900 to help women take advantage of the educational, cultural and social heritage of KU, the Club encouraged housing for women students, and in 1915, founded what is now KU's longest, continuous scholarship program. Over time the Club has moved toward more inclusive membership. It welcomes current and retired faculty, staff, their spouses, as well as those previously affiliated with other colleges and universities; Greek house directors; and KU graduates. Information about the Club and its activities is available at <http://uwcku.blogspot.com/>.