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# INFORMATION FOR UNIVERSITY RETIREES AND PHASED/PROSPECTIVERETIREES

Updated annually by the University Senate Retirees Rights and Benefits Committee\*

*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](mailto: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), 4/19 (general updates), 4/20 (general updates).

This document resides at:

<http://policy.ku.edu/human-resources/information-for-university-retirees>

**\*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](mailto:benefits@ku.edu), (785) 864-7402, 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](mailto:hrdept@ku.edu). Federal mail may be sent to The University of Kansas, Department of Human Resource Management, Carruth-O'Leary Hall, Room 103, 1246 West Campus Road, Lawrence, KS 66045-7521.

**CREDIT UNION** ----- Truity Credit Union – KU staff and faculty with accounts at Truity Credit Union will remain active upon retirement. Retirees not currently members of Truity Credit Union may join anytime and open new accounts as affiliates of the University of Kansas. Information on membership eligibility is located at <https://www.truitycu.org/ku>

KUMC Credit Union KU staff and faculty who have current accounts in the KUMC Credit Union will remain active at retirement. Retirees not currently members of the KUMC Credit Union may join the credit union and open new accounts as affiliates of the University of Kansas. Information on membership eligibility is located at <http://www.kumccu.org/about-us/>

**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.

Faculty and staff who formally retire from the University by completing the [retirement process](#) via KU Human Resources will permanently retain their KU email address (i.e., @ku.edu). Faculty and staff who leave the University without completing the formal retirement process and paperwork will lose access to their email account, along with most services and accounts 210 days after they leave the University as stated above.

**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. Memberships are \$30 per year for individuals and couples. To join the Endacott Society email list, send a message to [endacottsociety@gmail.com](mailto:endacottsociety@gmail.com) and ask to be added. 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. With the [425 Plan](#), retirees can save 15% on all retail dining purchases, and they can access residential dining centers at a reduced rate with the Faculty & Staff plan. Money on your card rolls over from year to year as long as your KU Card remains active. You can also purchase gift cards in \$50 increments for a discounted \$45.00 price through the [KU Bookstore's Website](#). See [kudining.com](http://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 at the end of the month in which you retire, if you retire on the 2<sup>nd</sup> of the month or later. 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. For assistance please contact KU Benefits at [benefits@ku.edu](mailto:benefits@ku.edu), (785) 864-7402. 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](mailto: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 checkout of library materials, off-campus access to electronic resources, and interlibrary loan services. All patrons are required to present their [KU Card](#) to check out or renew library materials and to request library services. Access to KU Libraries' licensed electronic resources and to WebRetrieve for interlibrary loan and document delivery requests requires login with the KU Online ID and Password. 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 [acqrs@ku.edu](mailto:acqrs@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](http://lib.ku.edu), [lib.ku.edu/services](http://lib.ku.edu/services), [lib.ku.edu/policies](http://lib.ku.edu/policies), or call 785-864-8983.

**LIED CENTER EVENTS** ----- For those age 62 and older, the Lied Center offers a Senior Citizen priced ticket, which is a 10% discount. For information on tickets and ticket discounts, or to inquire about volunteer opportunities that include admission to events contact the Lied Center Ticket Office at 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 classes and events that Retirees may find interesting for a modest fee. [KU Alumni Association](#) members receive a discount for courses. See <http://kupce.ku.edu/osher-home> for information on course options and online registration.

**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 qualified faculty, staff and administrators, and the spouse of any eligible employee. 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 visit [KUEndowment.org](http://KUEndowment.org) or contact Monte Soukup: [msoukup@kuendowment.org](mailto: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. For additional information, please visit the [Robinson Center](#) site 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](#). The policy for rehiring retirees is located at <http://policy.ku.edu/provost/retiree-rehire-policy>. **KPERS and KP&F retirees:** Kansas law requires a 60-day waiting period prior to application for reemployment and the rehire of a retired KPERS members over age 62 and a 180-day waiting period for retired KPERS member under age 62. Retired KP&F members are required to have a 30-day waiting period prior to application for reemployment and rehire. The waiting period begins after the KPERS and KP&F retirement date which is always the first of the month following retirement. See KPERS: [Working After Retirement](#) for more information about waiting periods, the requirement that no prearrangement to return work can be made before the applicable waiting period expires and any applicable earnings limits or special employer fringes paid on compensation.

#### **RESEARCH SUPPORT**

Several units of the University provide research support to retired faculty. Please see [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. If all of the units are not filled by the retiree pool, available units are made available to employees with 15 or more years of service to the university. For information, questions or to be placed on either waiting list to be notified when apartments become available, contact Monte Soukup: [msoukup@kuendowment.org](mailto: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](mailto: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 Regulation](#)s 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, the University Women’s Club invites potential members to share the Club’s fourfold purpose: 1) to appreciate the heritage of the University of Kansas; 2) to foster friendships and develop personal interests through social interactions and service projects; 3) to provide support, encouragement, and mentoring to women; and 4) to provide scholarship aid to meritorious women currently enrolled at the University of Kansas. The University Women’s Club 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. Club activities include participation in interest groups such as book discussions, gardening, antiques, history, bridge and many others. Monthly luncheons include a program. Annual dues are \$25. Information about the Club and its activities is available at <http://uwcku.org>.