Employment After Retirement - Faculty

For additional information pertaining to all types of university employees (not just faculty), see COE: Separation and Retirement.

Employment after retirement

TRS retirees must have service break of at least one month from Workday retirement date before returning to work under Modified Service or a Phased Retirement Contract. Texas ORP retirees may return to work at any time without restrictions on employment. The retiree is responsible for checking with their retirement program provider about any possible ramifications before returning to service.

Retirees coming back to teach are hired into the position from which they retired. Note that once a tenured faculty member retires, they forfeit tenure. Any post-retirement employment is considered Non-Tenure Track, Fixed Term, should be in a JM supervisory organization, and should be funded accordingly.

Note that if the proposed work is for research-related activities, the job in Workday will require assignment of scheduled weekly hours to allow effort certification.

A copy of the signed contract/offer letter must always be uploaded at the contract step to the Workday Hire business process.

For more information, see HR: Employment After Retirement. TRS retirees should also review the TRS: Employment After Retirement brochure (PDF).

Employment of emeriti

Payments cannot be made in Workday to Emeritus nor Interim Emeritus appointments, as they are Academic Appointments only. If there are no currently active worker positions in Workday, the Emeritus/Interim Emeritus must first be rehired into an active worker position in order to receive payment. This can be done while the faculty member's emeritus request is still pending approval and they are in "Interim Emeritus" status - it is not necessary to wait for the Emeritus appointment to first be approved before initiating the rehire process. Follow the instructions for Modified Service to rehire the Emeritus or Interim Emeritus by hiring them into a fixed-term job in the appropriate JM supervisory organization, using the same Job Profile they were in at the time of retirement.

See additional information:

- EVPP: Faculty Retirement Guidance, pages 4-6
- COE: Retirement - Faculty, tab "Modified Service"

If the proposed employment is in a department different from the Emeritus' home department, use the Workday: Faculty Additional Employment Decision Tree to determine whether to add a Faculty Associate position in the other department. See more at COE: Additional Employment and Allowances.

Note that if the proposed work is for research-related activities, the job in Workday will require assignment of scheduled weekly hours to allow effort certification.

A copy of the signed contract/offer letter must always be uploaded at the contract step to the Workday Hire business process. Use the EVPP departmentalized offer letter template for Non-Tenured Modified Service.

A PAR is never needed for faculty retiree.

Please send suggested additions to this page and notifications about broken links to COE-FacultyAffairs@austin.utexas.edu.