



May 6, 2025

Dear Colleague:

This letter is to notify you of the availability of two new options for tenured faculty who wish to retire in the near term. In order to be eligible, the faculty member must meet the following criteria:

- Full-time tenured faculty at the rank of Associate Professor or Professor
- Brown University employee with a minimum of 10 years of service
- Age 62 or above in the calendar year in which the plan is elected

Options

1. **Voluntary Early Retirement Option.** Retire in the next academic year, at the end of either the fall semester (December 31, 2025) or the spring semester (June 30, 2026) and receive a lump-sum payment equivalent to the academic-year base salary for 2025–2026.
 - Notice of the intention to retire should be given by
 - July 31, 2025 for retirement effective December 31, 2025
 - October 31, 2025 for retirement effective June 30, 2026
 - The faculty member may not have been on sabbatical or paid leave in the semester immediately preceding retirement
2. **Phased Retirement Option.** Enter a phased retirement arrangement for up to two years and teach half-time while receiving full salary.
 - The phase-out period may begin on any one of three dates (July 1, 2025; January 1, 2026; or July 1, 2026), at the faculty member's discretion.
 - The faculty member should specify one or two years of reduced teaching, with the understanding that the arrangement may end earlier, but will not be extended.
 - Teaching responsibilities may be concentrated in one semester or spread over the academic year.
 - No sabbaticals will be granted during the phase-out period, nor will credit towards future sabbatical leave be accrued.
 - All applicable University policies will apply during the period of phase-out.
 - Notice of the intention to initiate a phased retirement arrangement should be given by
 - June 15, 2025 for phased retirement arrangements to begin July 1, 2025
 - July 31, 2025 for phased retirement arrangements to begin January 1, 2026
 - January 1, 2026 for phased retirement arrangements to begin July 1, 2026

We do not anticipate renewing or extending either of these options beyond the dates specified above.

Note: The standard [Phased Retirement Arrangement](#) will continue to be offered during this period, if the faculty member prefers to elect that plan.

For information, please contact Elizabeth Doherty, Deputy Provost for Academic Affairs, at 863-7845 or elizabeth_doherty@brown.edu. All inquiries will be considered confidential.

Sincerely,

Francis J. Doyle III, Provost