

Joint Committee for the Administration of the 14th Collective Agreement

Memorandum of Agreement

March 13, 2018

Retirement Incentive Requests / Phased-In Retirement Notices

The Parties agree to the following modifications:

Retirement Incentive

38.20 Procedures

The following procedures shall be followed by any Employee seeking retirement incentive:

- (a) Employees shall submit written requests for retirement incentive to the Vice-President (Academic) through the Head of the Employee's Academic Unit, with copies to the Dean or University Librarian and the President of the Association by six (6) months prior to the date upon which the Employee wishes to take retirement. **Employees wishing to retire on July 1, 2018 shall submit their written requests by April 2, 2018.**

Phased-In Retirement

38.41 Terms and Conditions

- (d) Employees shall give written notice to Human Resources with copies to their Head, Dean or University Librarian, Vice-President (Academic) and the President of the Association at least twelve (12) months in advance of the date on which they plan to commence Phased-In Retirement. **Employees wishing to commence Phased-In Retirement on July 1, 2018 or January 1, 2019 shall give written notice by April 2, 2018.**



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