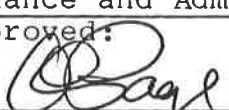


AUSTIN PEAY STATE UNIVERSITY  
POLICIES AND PROCEDURES MANUAL

Policy Number: 5:023	Supersedes Policy Number:
Date: August 15, 1988	Dated:
Subject: Retiree Benefits	
Initiating Authority: Vice President for Finance and Administration	SBR Policy/Guideline Reference:
Approved:  President	

Purpose

The following guidelines are designed to establish benefits for retired employees of the University.

1. Austin Peay State University identification card for retiree and spouse - The Personnel Office will contact retirees annually to determine the status of their card; e.g., lost, wornout, etc.
2. Monday's Memo - Current retirees will receive Monday's Memo for one year upon request and may, by annual request, continue to receive the publication.
3. Use of Library - Austin Peay State University retiree identification card permits retiree and spouse to take advantage of the same services as current faculty and staff receive from the Library.
4. Use of recreational facilities - Austin Peay State University retiree identification card permits retiree and spouse to use tennis courts (outdoor), facilities in Memorial Health such as racquetball courts, weight room, etc.
5. Parking decal - To be provided to those currently retiring. The Vice President for Development will check with all previous retirees to provide them with decals. The appropriate Dean will provide the parking decal for the retiring faculty; the Personnel Office will provide the parking decal to retiring staff.

6. Tickets to athletic events - Retiree will be provided season tickets at the same rate as current faculty and staff. Those "grandfathered" in will receive free tickets upon written request. The Personnel Office will notify Athletics of current retirees.
7. Tickets to University sponsored concerts - Retirees will receive tickets at the same rate as current faculty and staff to sponsored concerts and other University functions.
8. Post office box - A box will be furnished upon availability at the current rate charged to current faculty and staff.
9. Bookstore Discount - Discount of 10% on books is available. This discount is also provided to current faculty and staff.
10. Austin Peay State University Retiree Association - Establish, if so desired, a Retiree Association to meet quarterly on campus. The University will budget \$10 per retiree for programs as recommended by the Association Support Committee whose members will consist of:
  - 1) President and Vice President of Retiree Association
  - 2) One representative from Development
  - 3) One representative from Academic Affairs
  - 4) One representative from PersonnelSupport services such as preparing general announcements, coordination of campus facilities, mailouts, etc., will be handled by the committee. The budget will be maintained by the Development Office.
11. Retirement seminars will be held on campus for a period of one to two days in concert with the annual Employee Benefits Fair. Employees and retirees may attend those sessions of interest to them. Agencies such as TCRS, TIAA-CREF, Jack Turner & Associates, J.C. Bradford, Social Security, various annuity companies, etc., will present seminars about such topics as estate planning, planning for your retirement years, how to manage your finances, etc.