



Office of the Provost and Vice Chancellor for Academic Affairs

113 Spilman Building | Mail Stop 102 | East Carolina University | Greenville, NC 27858-4353

(252) 328 - 5419 office | (252) 328 - 6005 fax

TO: ECU Faculty and Academic Administrators

FROM: J. Christopher Buddo
Provost and Vice Chancellor for Academic Affairs

Mark C. Bowler
Chair of the Faculty

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SUBJ: Clarification of Duties for Faculty Participants in Phased Retirement Program (PRP)

It has come to our attention recently that there may be some confusion regarding a faculty member's proposed duties when negotiating with their unit administrators for their half-time work plan in the application to participate in the ECU Phased Retirement Program. Therefore, we have editorially revised and updated the [Phased Retirement Application and Reemployment Agreement](#) form and the [ECU Phased Retirement Program Frequently Asked Questions \(FAQs\)](#) to clarify that the faculty member's assigned duties must be sufficiently general and flexible to address changes in academic program needs that may arise during the PRP three-year appointment term.

While the UNC Phased Retirement Program (PRP) permits assignments in areas of teaching, research and creative activities, and/or service (including clinical service, where applicable), teaching and instruction are the primary mission of the university; thus, teaching shall serve as the first component of determining the faculty participant's work plan assignments. Please review the [FAQs](#) (particularly Q19) for a more detailed description of negotiated responsibilities.

All information related to Phased Retirement is available on the [HR Forms](#) website.