

LAMAR UNIVERSITY

Voluntary Modification of Employment

The purpose of this policy is to afford full-time tenured faculty members, including professional librarians, the opportunity to request reassignment of teaching and other duties in anticipation of retirement. The term “voluntary modified employment” (VME) is an employment status instituted under authority of this policy. The term “VME status” means the status of a faculty member whose term of employment and assignment have been modified under this policy.

- Faculty Eligible.** Any full-time, tenured faculty member who wishes to apply for VME status must submit a request to the Provost no later than two (2) calendar months prior to the beginning of the year in which the modified status is to become effective. For example, a faculty member who wishes to apply for modification effective September 1 must submit the request to the Provost no later than July 1 of that year. (Note: Requests for modification outside the standard VME time frame and/or application deadline may be submitted for consideration two months prior to the requested start of the VME year, and for approval must be authorized as an exception by both the provost and the president.)
- Reservation of Discretion.** Ordinarily, Lamar University will grant an application for VME status only when, in its sole discretion, the academic and financial needs of the institution can support the modified position. Once approved, VME status is binding upon the faculty member, subject to the termination provisions stated below. Neither the University nor the

college/university. The assignment will be developed by the Provost, in some cases in consultation with the faculty member's department chair and/or dean, and in collaboration with the faculty member, written in reasonable detail, and signed by the faculty member,

