

## Rights and Privileges of Retired Staff

### 1. **Staff Identification**

Access to most cultural and recreational facilities in the University, as well as to some buildings, requires a Stetson identification card. Retired staff are entitled to a retiree identification card that will provide such access.

### 2. **Libraries**

The library use privileges enjoyed by standing staff are continued for retired staff members.

### 3. **Parking**

Retired staff may park only in Visitor designated areas on campus. Staff should remove all previous Stetson stickers from their cars before parking in a Visitor area.

### 4. **Educational Benefits**

Staff tuition scholarship benefits are continued if the retiree was eligible for such benefits at the time of retirement. Tuition benefits for dependent children are continued unchanged on retirement, and indeed even after the death of the retiree.

### 5. **Retiree Account**

When an employee retires, HR must notify IT of the date of retirement, and a new Retiree account is created. Stetson will retain the old Employee account for continuity of business and risk mitigation.

Retirees will be issued a Microsoft 365 A1 license, which allows for web-only access to Word, Excel, PowerPoint, Outlook, and OneDrive.

IT reviews these accounts annually and purges accounts that show no activity during the last 24 months.

### 6. **Cultural and Recreational**

Retired staff members who have acquired a retired staff ID card are permitted to use this card to attend recreational and cultural activities. Fees and discounts are assessed/applied at the same rate as standing staff.

### 7. **Meal Plan**

The University offers all Stetson faculty and staff retirees the meal plan benefit for eating in the Commons. The meal plan benefit is that a retiree can purchase 10 meals (at a greatly reduced rate) and get the 11th meal free. This is quite a savings over the current "door rate."

Process-wise, people pay the ten-meal price, and the eleven meals are added to their Stetson ID card. This requires a Stetson ID card with a magnetic strip. If you do not have a card or if it is an old one without the magnetic strip, a new one can be obtained from the HatterOne card office, room 228 in the Rinker Welcome Center. If a retiree never turned in the faculty/staff card for a retiree card, they will need to go to the HatterOne office to be issued the proper card. If a retiree has a mag-strip card and knows their 800 number, they can sign up for the plan at the dining hall registers.

## 8. **Wellness and Fitness Opportunities**

All Stetson faculty and staff – retired and current – are able to utilize all aspects of the Hollis Center: weight room, cardio room, group exercise classes, and the pool. An ID is required to enter the building.

All fitness coaches offer equipment orientation. Fitness coaches are student employees who are trained on how to utilize and educate about all machines in the weight room. They will be happy to show interested retirees around, go over different exercises, and help get retirees started! They will demonstrate how to use weight machines, free weights, cardio equipment and other fitness tools. No appointment necessary.

Stetson Wellness and Recreation offers classes that are geared towards faculty and staff. BodyWorX is geared towards older adults with minimal group exercise experience. Also, Stetson Wellness and Recreation offers connections to different personal trainers who utilize Stetson's facilities.

For more information, check out Wellness and Recreation's website, <https://www.stetson.edu/administration/wellness-and-recreation/index.php>, call their office at 386-822-7237, or send them an email at [wellnessandrec@stetson.edu](mailto:wellnessandrec@stetson.edu).

With these rights and privileges come the responsibility of adhering to the policies and upholding the values of Stetson University. The University has the right to revoke any/all privileges listed above should the University determine that the retiree has engaged in activity that runs counter to institutional values or violated university policies.

Approved by the Associate Vice President for Human Resources, July 2019