

Retirement Programs

Original Implementation: September 1, 1983

Last Revision: February 2, 2021

Purpose

This policy establishes participation requirements for retirement programs and the options available to those employees who meet the participation requirements.

General

Employees of the university working 20 hours per week (50 percent time) or more for a period of at least four and one-half months must participate in a retirement program. This excludes students employed in positions requiring student status as a condition of employment. Eligible employees can choose to participate in either the Teacher Retirement System of Texas (TRS) or Optional Retirement Program (ORP). The Human Resources Department manages the enrollment process for eligible employees.

Contribution amounts for the employee, and the employer matching monies, are determined by the Texas State Legislature. These amounts are subject to change with any legislative session. Employees participating in ORP prior to September 1, 1995 may receive additional matching monies at the discretion of the University's Board of Regents.

Teacher Retirement System of Texas (TRS)

Employees who participate in the Teacher Retirement System of Texas are required to contribute a percentage of their gross salary to TRS. Contributions are obtained through monthly payroll deductions. An employee's contributions are tax-deferred.

Optional Retirement Program (ORP)

An Optional Retirement Program is available to the following employees of the university who must be employed at 100% FTE for a full semester or four and one-half months: faculty members; faculty administrators; librarians; executive administrators, other key administrators, athletic coaches, and professionals as defined in 19 Tex. Admin. Code § 25.4. Eligibility to participate is subject to rules adopted by the Texas Higher Education Coordinating Board. Positions listed as non-exempt are ineligible to participate.

ORP eligible new employees must elect to participate in ORP within 90 days after employment at the university. After 90 days of employment, the employee will become ineligible for ORP and will only qualify for TRS.

Cross Reference: Tex. Gov't Code Ch. 821-830; 19 Tex. Admin. Code Ch. 25

Responsible for Implementation: Vice President for Finance and Administration

Contact for Revision: Director of Human Resources

Forms: Form TRS 28 and the ORP-1 (both forms are available in human resources)

Board Committee Assignment: Finance and Audit Committee

Revision History: January 30, 2018
 January 27, 2015
 January 31, 2012
 January 25, 2011