

CLAYTON STATE UNIVERSITY

Retiree Benefits and Perks

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Retiree LakerCard

Retirees are eligible to receive a Retiree LakerCard which allows certain privileges. Upon trading in their faculty or staff ID card at the end of their active employment time, retirees will be photographed and issued their new Retiree LakerCard.

Parking

With your Retiree LakerCard you are eligible for free parking on campus. Public Safety, with financial assistance from the Clayton State Retiree Association, ordered Lifetime Retiree decals which allow retirees to park in Faculty/Staff parking. The first decal is provided to retirees free-of-charge, and retirees may purchase additional or replacement decals for \$10/each. Contact the Department of Public Safety to obtain a decal. **NOTE:** Retirees must obtain a faculty/staff decal if they return to work at Clayton State in any capacity.

Clayton State Retiree Association (CSRA)

The Clayton State Retiree Association (CSRA) is an active association for retired faculty and staff of Clayton State. The CSRA meets three times a year – fall, winter, and spring. The fall annual business and benefits luncheon meeting is held on campus. The winter luncheon meeting, including a guest speaker, is normally held at a nearby facility, and the spring brunch meeting, honoring new retirees, is held on campus. In addition to meetings, the CSRA offers a wide variety of activities, including a book club, monthly breakfast club, film club, and social outings to museums, gardens, etc. The CSRA contributes funds to its endowed graduate scholarship fund and maintains a campus butterfly garden. In addition, the CSRA annually awards Greg Kordecki Teaching & Learning Innovation Grants to CSU faculty, staff, students and retirees. Members have access to the CSRA website and Facebook page as well as receive emails and newsletters which provide information and announcements relevant to retirees. Membership applications are emailed to all Clayton State retirees upon retirement. For more information, go online to <https://www.clayton.edu/about/community-outreach/retirees-association/>.

Participation in Continuing Education courses

Retirees are eligible to participate in Continuing Education courses on a space-available basis and receive a fifty percent discount on all course fees. They are responsible for purchasing any required texts, materials, and supplies.

To enroll, retirees should visit the Continuing Education website to select their desired courses and complete a Staff Development Form, indicating “Retiree” as their Department. This form must be submitted to the Department of Human Resources for verification of eligibility. Once verified, the form will be forwarded to the Continuing Education Program. Payment of the discounted course fee can then be made directly through the Continuing Education website.

Enrollment in regular academic courses (a system-wide prerequisite)

State of Georgia Constitution permits Georgia citizens 62 years of age or older to participate in regular academic courses on a space available basis, without payment of course fees. Retirees are responsible for the purchase of any required texts, materials and supplies. Retirees who would like to participate must be admitted to the University through the normal student admissions process.

Information & Technology Services

In support of Section 5.15.3 of the USG-IT Handbook, Clayton State University will discontinue the ability for retirees to retain their work email accounts. Individuals who retired before January 1, 2026, as well as those granted Emeritus status, will retain access to their accounts; however, continued access is contingent upon completion of cybersecurity training each fall and spring semester. New retirees with Emeritus status post January 1, 2026, will also continue to have access to their email account. Again, they will be subject to the cybersecurity requirement.

HUB Walk-in Support - Retired Clayton State employees can bring their personal desktop/laptop/notebook computers or tablet devices to The HUB service counter for standard maintenance. They may also bring smartphones to The HUB for assistance with settings and application installation. The HUB provides support for both Windows and Apple operating systems. If the operating system needs to be reloaded, retirees must provide the original system disks that came with the computer.

HUB Telephone Support - Along with walk-in assistance, telephone support is available at (678) 466-HELP for technical issues that comply with the university's computer usage policy.

HUB Hours - The HUB is closed on most holidays and operates on a modified schedule when classes are not in session. In light of increased student activity, retirees are encouraged to refrain from requesting support during the initial two weeks of each semester. For current hours of operation, please visit: <http://www.clayton.edu/hub>.

Antivirus Software – Due to licensing restrictions, The HUB cannot install antivirus software on personal notebook computers. However, staff members are available to offer tailored recommendations for suitable antivirus programs based on individual requirements.

Athletics

Your Retiree LakerCard entitles you and one guest to free admission to all Clayton State regular season sporting events. Complimentary admission to post-season sporting events is subject to Peach Belt Conference and/or NCAA ticketing policies.

Student Activities

Your Retiree LakerCard entitles you to free admission to all student activities programs or events at the same cost for students (if/when there is a student cost).

Student Activities Center (SAC) Fitness Center

Your Retiree LakerCard entitles you to the same membership privileges as active Clayton State employees.

Library access for Retirees

There are three standard library services provided to all USG retirees who come to a USG library in person. The three services are:

- 1) checking out library materials (with the caveat that the library has discretion over circulating equipment or other special classes of materials),
- 2) access to electronic resources (e.g. GALILEO) while in the library, and,
- 3) reference help, including the navigation of any location-specific policies or agreements affecting these and other services.

Library access for Emeritus Faculty

Emeritus faculty at USG institutions are provided with full library access (the same as active faculty), including remote access to electronic resources; Emeritus/a faculty should contact their institution's library for details and credentials for remote access to electronic resources.

Instructions for Clayton State Emeritus access to GALILEO:

- 1) Go to <https://www.galileo.usg.edu/>
- 2) Find and select Clayton State University
- 3) Follow the on-screen instructions for logging on
- 4) Contact library@clayton.edu for assistance or remote access

LINK TO GALILEO POLICY PAGE:

<https://about.galileo.usg.edu/governance/policies>

Special Note from Clayton State Library: Retirees with a current LakerCard and valid Clayton State email address may check out books from the Clayton State Library. Due to certain extenuating circumstances (e.g emergency health pandemic), limited access or special entry to the library building may occur. Updated information is on the library's website regarding hours and available services.

Retirees are also able to join the Clayton State Library's Community Borrowers Card Program. See <https://clayton.edu/library/policies/community-users.php> for more information or visit https://www.clayton.edu/library/docs/clayton_state_library_community_borrowers_application-edited_5finalrev-all_privileges.pdf for the online application.

Approved January 9, 2020 by the USG Regents Academic Committee on Libraries and the University System of Georgia Retiree Council.

Spivey Hall

Your Retiree LakerCard entitles you to purchase admission tickets at the active employee purchase price.

The Center for Excellence in Learning and Teaching

Educational opportunities – Retirees may use publicly available CELT resources to enhance their teaching and/or computer skills.

Workshops – Retirees may participate in workshops offered by CELT on a space available basis. The workshop schedule is posted on the CELT website at <https://www.clayton.edu/celt/>. Please call (678) 466-4190 to register for a workshop or follow the online registration instructions. With sufficient demand, the CELT Director may design and schedule retiree focused workshops at other times. Requests for specific works may be emailed to CELT@clayton.edu.

Software Assistance – Retirees may call CELT at (678) 466-4190 to receive telephone support for software questions (e.g., MS Office).

Emeritus Perks

Clayton State Retirees who have been honored with Emeritus status are entitled to the following:

1. Recognition at an appropriate University function.
2. Receipt of a LakerCard indicating emeritus status and inclusion on all official lists of the department.
3. Receipt of business cards on the same basis as other faculty or Board-approved, administrative officers.
4. Privilege to request use of office or other space, equipment, and other campus facilities in support of research or educational projects. Approval for requests will follow the standard University approval processes.
5. Privilege to propose and receive grants, contracts, and projects on the same basis as other faculty or Board-approved, administrative officers, in accordance with regular University procedures for such activities.

Departments are encouraged to use the expertise of their emeritus colleagues as guest lecturers, substitute faculty, and members of thesis or master's degree committees. Emeritus status shall not bar eligibility to teach in summer session, in extension, or on a part-time basis.