

August 26, 2014

To: University of the Pacific Faculty and Staff

From: Pamela A. Eibeck, President

RE: Tuition Remission Policy

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Tuition remission is an important part of the benefits package at University of the Pacific. It helps attract and retain talented faculty and staff. Consistent with our mission, it encourages employees to seek further education for themselves and their families. It's also one way the institution can give back to the dedicated employees who help make Pacific great.

Following the Focusing on Our Future review, I charged a committee comprising faculty, staff and administrators to analyze the use of tuition remission at Pacific and benchmark our program against other universities. The committee's recommendations were reviewed and endorsed by the Institutional Priorities Committee (IPC) and by Vice President for Business & Finance Ken Mullen.

After reviewing their assessment of Pacific's tuition remission policy, I have determined that the University's program is running effectively and efficiently. With the exception of some small operational enhancements, the tuition remission program will continue in its present form. Eligibility requirements and benefit levels will remain the same.

The operational enhancements to be added are:

- **Pacific's Human Resources and Office of Financial Aid will partner to hold employee workshops on tuition remission as well as tuition exchange.** Date and location information on the three campuses will be widely communicated. University faculty and staff interested in using tuition remission or tuition exchange are highly encouraged to attend a workshop and/or meet with a financial aid officer.
- **Tuition remission can be combined with other financial aid (e.g., Cal or Pell Grants) to equal up to 100% of tuition, replacing the current limit of 90% of tuition.** While this has been a longstanding practice, it will now be an explicit part of the policy.
- **A statement about the potential taxability of tuition remission for graduate programs will be added to the current policy.** We recommend that employees consult with their tax advisor to determine what taxes they may owe for using tuition remission for a graduate program.

I thank Vice President Mullen, the IPC, and especially the tuition remission review committee for the hard work and good thinking that led to these decisions: Sally Draper,

Lydia Fox, Alan Gluskin, Jane Lewis, Jeffrey Michael, Robert Murta, Barbara Shaw, Eric Typpo and former IPC chair Peter Meyer. I also thank the University community for providing a great deal of feedback on the policy. Supporting faculty and staff is essential, and I am very pleased that Pacific can continue to offer this popular and valuable benefit.

Thank you for your dedication to our students and our University.