

THE UNIVERSITY OF IOWA

EARLY AND ALTERNATIVE PHASED RETIREMENT PROGRAMS **Application, Eligibility and Benefit Information for Eligible Faculty and Staff**

These retirement programs were approved as a tool to help the University address budget shortfalls. Their implementation will be different than past programs. An employee will only be approved for participation when: 1) the department will be able to achieve significant cost savings and 2) the employee's participation in one of these programs is in the University's best interests. While not all who apply for consideration will be approved, there are situations on campus where the employees and departments will be able to make these programs work to their mutual advantage.

APPLICATION PROCESS OVERVIEW

To apply for consideration for one of the plans, take the following steps:

1. Apply on the Employee Self-Service website beginning July 1, 2009 and no later than September 30, 2009.
 - a. Your application will go to the Senior Human Resource Representative or Faculty HR Representative for your area.
 - b. The Senior HR Representative or Faculty HR Representative will route the application through the appropriate people in your organization.
 - 1) Departments or Organizations may hold requests until September 30, 2009 to ensure requests from all interested faculty and staff are received before evaluating impact on the unit. The Division, College and Provost review of the materials must be finished no later than October 30th, 2009.
 - 2) You may have multiple discussions with your supervisor and others as they are gathering information and evaluating requests during this phase. Supervisors are reviewing and making comments to share with Department Head/DEO; they may suggest an alternate date for early/phased retirement start/end in order to address work issues or cost savings.
 - c. If the department is unable to demonstrate significant cost savings, or your participation would not be in the best interests of the University, your application will be declined and you will be notified.
 - d. For faculty requests, Dean has final approval/denial rights for that organization; must attest to savings.
 - e. For staff requests, the Dean or VP have approval/denial rights for that organization; must attest to savings.
 - f. Final review and approval/denial steps include Provost for faculty.
2. VP Human Resources has final institutional authority for review/approval for all employees and obligation to report program cost savings to the Board of Regents.

You will be informed of their acceptance or rejection of your application no later than December 2009.

Early Retirement Program Eligibility:

- Must be age 57 by July 1, 2009
- Must be 50% time or more as of July 1, 2009
- May apply if on current phased retirement
- Must apply by September 30, 2009
- If approved must retire no later than June 30, 2010
- If approved, may not be re-employed into any benefit-eligible position during the participation period

Early Retirement Program Incentives Provided:

- Accrued Vacation pay-out
- Accrued Sick Leave up to \$2,000 maximum
- University contribution for employee selected health and dental plan coverage for five years; once Medicare eligible, retiree rate applies for balance of the five years (if any)
- Retirement contributions for both employer and employee for three years and employer only for two years
- May access funds in TIAA/CREF or substitute plans as permitted by carrier or Board policy

Alternative Phased Retirement Program Eligibility:

- Must be full-time as of July 1, 2009
- Must be age 57 as of July 1, 2009
- Must apply by September 30, 2009
- Must begin phasing by June 30, 2010
- Phasing is for two years maximum; must retire
- Cannot work additional time during phasing period
- Limited employment possible after retirement

Alternative Phased Retirement Program Appointment Percentage and Incentives:

- 50% appointment
- The department decides the phasing time from 1-24 months
- Pay at 75% level for phasing period (up to 24 months)
- Will receive same benefits in terms of life, health, dental, disability during phasing period as a full-time employee
- Retirement to TIAA/CREF based upon full-time salary; FICA and IPERS based upon actual salary
- Vacation and sick leave accruals based upon percentage of appointment
- May access funds in TIAA/CREF or substitute plans as permitted by carrier or Board policy