

Appendix I: Faculty Benefits Summary Table

Benefits-eligible faculty participate in a comprehensive set of State of Illinois and University of Illinois group benefits programs. In addition to the State and University benefits, eligible employees are required to participate in one of three retirement plans offered through the State Universities Retirement System (SURS). The State's Department of Central Management Services (CMS) has the authority and responsibility to design, administer, negotiate and/or contract benefits. Any change in these benefits is decided upon by CMS and becomes effective for all State of Illinois employees. The University offers some optional benefits that supplement the State of Illinois benefits. These benefits are approved by the Board of Trustees and managed by the University. For more detailed benefits information and benefit forms listed in the narrative below, access [Your Guide to University of Illinois Benefits](#) or the interactive website [NESSIE](#).

RETIREMENT

New faculty must become participants in the State Universities Retirement System (SURS) immediately upon employment if they are employed at least 1% time and continuously for at least four months, except for employees with F-1 or J-1 visas and SURS annuitants. Contributions of 8% to SURS are deducted from the employee's earnings. Employees who terminate their employment may elect to receive a refund. Those faculty who are not eligible to participate in SURS will be enrolled in Social Security (except employees with F-1 and J-1 visas or annuitants), but will have the option of electing to contribute at least 7.5% to a tax-sheltered annuity instead, thus eliminating the payment of Social Security taxes. Faculty with J-1 visas who are classified as "Resident Aliens" must participate in SURS or Social Security, as appropriate. Faculty may choose between three retirement plans: Traditional or Portable (defined benefits) Plans or the Self-Managed (defined contributions) Plan.

TAX-DEFERRED RETIREMENT PLANS

In addition to the mandatory SURS retirement account, faculty may elect to participate in either or both of the University's 403(b) Tax Deferred Retirement Plan or the State of Illinois 457 Deferred Compensation Program.

A 403(b) is similar to a 401(k) plan; however, it is specifically designed for employees of public schools and certain tax-exempt organizations. The 403(b) plan offers fixed and variable annuity programs, mutual funds, stocks, bonds, and money market funds.

In the 457 supplemental plan, the faculty member's contributions, together with any earnings, accumulate tax-deferred until you terminate service, die, or incur unforeseeable financial hardship. Once distributions begin, the distributed monies are fully taxable as ordinary income for federal tax purposes. The funds are never taxed by the State of Illinois.

INSURANCE AND HEALTH CARE

The University provides free and low cost health, dental, and life insurance to all faculty members who are on appointments of 100% time and for at least nine continuous months. Those with appointments of 50% through 99% time and for at least nine continuous months may participate by sharing proportionally in the premium cost. Part-time faculty must either elect to participate in the Group Insurance Program or waive group insurance coverage. **Failure to complete the part-time waiver form or make your election on NESSIE will result in automatic enrollment in the Quality Care Health and Dental Plans with no dependent coverage and hundreds of dollars in insurance premium.** Faculty who change from full-time to part-time status, or current part-time employees whose insurance premiums increase 30% or greater when changing to a lower part-time work percentage, may elect to waive coverage within 60 days of change. Additionally, faculty with full-time appointments may elect to opt out of the State of Illinois health, dental, and vision coverage with proof of other comprehensive major medical indemnity or managed care health coverage from a source other than CMS.

Several health insurance plans and dental plans are available; coverage may be extended to dependents at the faculty member's expense.

SAME-SEX DOMESTIC PARTNER INSURANCE COVERAGE

Eligible same-sex domestic partners of benefit-eligible University faculty may be covered under the State of Illinois Health, Dental, and Vision plans. The faculty member and his/her domestic partner must be unrelated, same-sex individuals who reside in the same household and have a financial and emotional interdependence, consistent with that of a married couple for a period of not less than one year and continue to maintain such arrangements. Full program details are available by accessing the [CMS](#) website.

ACCIDENTAL DEATH AND DISMEMBERMENT

State Plan: Optional Accidental Death and Dismemberment can be purchased up to five times the amount of a faculty member's basic life insurance amount. This plan does not have a limited enrollment period and does not include coverage for a spouse and/or children.

University Plan: Optional Accidental Death and Dismemberment can be purchased with the full cost of this plan being paid by the faculty member. This plan does include coverage for a spouse and/or children. Other benefits include travel assistance services, medical evacuation and repatriation of remains. Enrollment is guaranteed at any time during your University employment.

LIFE INSURANCE/OPTIONAL

All benefits-eligible faculty receive basic term life

TERM LIFE INSURANCE

insurance in an amount equal to their annual salary, at no cost to the employee. Faculty under age 60 have the option to purchase additional life insurance through Minnesota Life Insurance Company equal to eight times their annual salary with a maximum of \$3,000,000 when combined with basic life coverage. Life insurance may be purchased for a spouse and/or children at the faculty member's expense. Life insurance enrollment is guaranteed during the 10-day enrollment period. Thereafter, evidence of good health is required to increase your life insurance and to add coverage for your spouse and/or children.

DISABILITY PLANS

SURS Disability: Disability benefits for University faculty are provided through SURS. SURS participation is required for all faculty who meet the appointment criteria for SURS participation. The disability benefits are the same regardless of which of the three SURS retirement plans you select.

University Supplemental Long-Term Disability Insurance Plan: The optional plan supplements the SURS benefits if you become disabled due to sickness or injury. To be eligible for enrollment, you must be a SURS participant. The faculty member is responsible for the full cost of this plan and monthly premiums are based on your age and monthly benefit amount. New faculty who are eligible to receive benefits are guaranteed coverage if they apply within their first 60 days of employment. Other eligible faculty can apply for coverage at any time by answering questions about their health. Benefits under the plan are coordinated with any SURS disability payments so that a total benefit of up to 66.67% of base pre-disability earnings, up to a maximum of \$12,000 per month, is paid.

Long Term Care Insurance: This optional State plan is available to benefits-eligible faculty and their spouse, parents, and parents-in-law, and to retirees. Long Term Care (LTC) refers to assistance that is required with routine every day activities such as eating, bathing, or dressing. These services are not typically covered by medical or disability insurance and can be very expensive. Faculty can choose between a comprehensive plan and a facilities-only plan.

WORKERS' COMPENSATION

A faculty member who suffers an injury as a result of his or her employment at the University may be entitled to benefits under the Illinois Workers' Compensation Act. This act requires the faculty member to notify their academic administrator of the occurrence of the accidental injury and of the fact that the faculty member believes the injury occurred as a result of his or her employment. Failure to give this notice may result in a loss of workers'

compensation benefits. The procedure for reporting on-the-job accidental injuries: (1) report the accidental injury, however slight, to the supervisor; (2) seek medical treatment; (3) complete the Injury Report form. Benefits are unaffected by visiting or part-time status as long as salary is provided by the University. The Office of Claims Management administers the workers' compensation benefits.

EMPLOYEE TUITION WAIVERS AND FEE EXEMPTIONS

All faculty members who register for University courses are eligible for a tuition waiver if they hold an appointment of 25% or more, provided that services are required for not less than 3/4 of a term. Faculty members who qualify for tuition waivers are exempt from all fees. Tuition is not waived for spouses but may be for dependent children (see Child of Employee Tuition Waiver).

CHILD OF EMPLOYEE TUITION WAIVER

A waiver for 50% of tuition is available for up to four years for children of current faculty. Children must be enrolled in and making satisfactory progress toward an undergraduate degree at an Illinois state institution of higher education, be younger than 25 years of age at the beginning of the academic year, and fall under one of the following relationship categories: natural child, adopted child, child of current spouse, or child under court-appointed guardianship. Parents must be employed in a position that makes them eligible for University-paid insurance and have seven years of U of I (or other Illinois state university) service in positions that made them eligible for University-paid insurance. Illinois State Survey, Alumni Association, and UI Foundation employees who are paid on UIUC payroll are not eligible for this waiver. SURS annuitants are also not eligible.

VACATION

Faculty appointed for an academic year service basis (9 months) or 10 months paid over 12 months have no vacation benefits except for specifically approved holidays. Faculty appointed on a 12-month service basis receive 24 workdays of paid vacation per appointment year at the percentage of their appointments. Vacation is arranged to accommodate the faculty member but must be in the best interests of the department. A maximum accumulation of 48 vacation days may be carried over from one appointment year to the next.

HOLIDAYS/FLOATING HOLIDAYS

Holidays recognized by the University include New Year's Day, Martin Luther King Jr. Day, Memorial Day, the Fourth of July, Labor Day, Thanksgiving, Christmas, and two other days as may be determined by the President of the University. Eligible faculty also receive two floating holidays which can be used at any time during the year. The total of all holidays is 11. For more detailed information on floating holidays see the [Vice Chancellor for Administrative Services](#) website

SICK LEAVE

For each appointment year, 12 workdays (cumulative, if unused) can be used for sick leave. If these 12 days are used, up to 13 additional (non-cumulative) workdays are available. When the current year's 25 days are exhausted, any balance of noncompensable accrued leave earned prior to the current appointment year may be used. After that amount is depleted, any balance of accrued compensable sick leave may be used (earned and accrued between Jan. 1, 1984 and Dec. 31, 1997). Upon termination of employment, an employee may be paid for ½ (one-half) the cumulative unused sick leave earned between 1/1/84 and 12/31/97. (faculty members who are not eligible to participate in the State Universities Retirement System and/or who are appointed for less than 50% time or less than a continuous 9-month period are eligible for the 13 workdays of non-cumulative sick leave per appointment year.

LEAVE WITHOUT PAY

With appropriate approvals, a member of the faculty may be granted a leave of absence without pay for a period of one year or less. Such a leave may be renewed in special circumstances, ordinarily for not more than one year and must have prior approval from the Provost. Visiting faculty are not eligible for leaves without pay. See also Family and Medical Leave (below).

FAMILY AND MEDICAL LEAVE

Each academic appointment year, eligible faculty will be entitled to up to 12 weeks of unpaid family and medical leave at the percentage of their appointments. Faculty may substitute paid vacation and/or sick leave, in accordance with existing University policy, for any portion of this leave. Such leaves will be granted to eligible faculty for the birth or adoption of a child; for the care of a child, spouse, or parent who has a serious health condition; or when an employee is unable to perform the function of his or her position due to a serious health condition. Family and medical leave may run concurrently with workers' compensation.

PARENTAL LEAVE

Paid leave of up to two weeks per academic year immediately following the birth or adoption of the eligible faculty member's child. To be eligible, the faculty member must have completed six continuous months of employment. Hourly appointments are not eligible. Leave is counted as part of the 12-week FMLA leave for FMLA-eligible employees (see Family and Medical Leave).

SABBATICAL LEAVE

A member of the faculty who has the rank of professor, associate professor, or assistant professor and who has served the University for eligible periods of time on full-time appointments as an assistant professor or above since his or her original appointment or since the termination of his or her last leave on salary may be granted a sabbatical leave at full or partial pay for all or part of an appointment year, depending upon length of service and type of

appointment (i.e., 9- or 12-month). Visiting and part-time faculty are not eligible for sabbatical leaves.

ADMINISTRATIVE LEAVE

Certain administrators are eligible for administrative leave at full pay for a two- to four-month period if they have provided five (5) years of continuous, full-time service in an eligible position. The following categories may apply: vice chancellors; deans; directors, as well as assistant and associate directors, of units reporting directly to the chancellor or one of the vice chancellors; assistant and associate chancellors; assistant and associate vice chancellors; and assistant and associate deans, providing that the administrative position represents a full-time assignment. Individuals within these categories who are eligible for sabbatical leaves as members of the faculty are not eligible for administrative leaves.

JURY DUTY LEAVE

JURY DUTY LEAVE: Leave with pay for the duration of jury duty. The faculty member may also retain funds paid in compensation for jury duty.

MILITARY LEAVE

MILITARY LEAVE: Compensation while on military leave for annual training, special or advanced training, and basic training shall be in accordance with the Illinois Military Leave of Absence Act. In the event an employee is called upon for active duty, the faculty member shall receive leave with pay for up to thirty consecutive days. If call up is extended beyond thirty calendar days, the faculty member will be granted leave without pay for such additional days or will be granted leave and compensated as mandated by Federal and State of Illinois legislation.

FAMILY MILITARY LEAVE

A faculty member who is a spouse or parent of a person called to military service lasting longer than thirty days may be granted up to thirty days unpaid leave during the time federal or state deployment orders are in effect for the faculty member's spouse or child. To be eligible, faculty must have been employed for at least 12 months and worked 1,250 hours in the preceding 12 months.

Additionally, faculty must exhaust all accrued vacation, if applicable. Sick and disability leave prior do not have to be exhausted. Family Military Leave is provided for under State of Illinois [Public Act 094-0589 - Family Military Leave Act](#).

FUNERAL/BEREAVEMENT LEAVE

Paid leave of up to three workdays due to the death of a member of the faculty member's immediate family or household including: father, mother, sister, brother, spouse, or child of the employee. Also included as immediate family is mother-, father-, brother-, sister-, son-, and daughter-in-law, as well as grandchildren and/or grandparents. Paid leave of one day due to the death of a relative outside the immediate family including aunt, uncle, niece, nephew, or cousin of the faculty member.

**UNEMPLOYMENT
INSURANCE**

The Illinois Unemployment Insurance Act provides for the payment of benefits to eligible unemployed workers and for the collection of employer contributions from liable employers. Faculty may be eligible for unemployment insurance however they are ineligible for benefits if they have left work voluntarily or have been discharged for misconduct connected with work. Faculty are ineligible during sabbatical leave and between academic years or terms.

SHARED BENEFITS

Faculty donating to a sick leave pool are provided an opportunity to receive additional sick leave days when experiencing a catastrophic illness or injury, or when a disability claim is pending before SURS and the faculty member has exhausted all accumulated sick leave. Sick leave and/or vacation must be donated in one day increments (no partial days) in order to receive the benefits. Donating employees must have accrued a minimum of eleven days of sick leave, vacation, or combined sick leave/vacation.

**BLOOD/BLOOD PLATELET
DONOR**

Faculty are invited to become part of the University of Illinois Blood Donor Program. Faculty are entitled to release time in order to donate blood. Screening before blood donation consists of a brief medical questionnaire, blood pressure, pulse, temperature determination, and a hematocrit. The actual donation usually takes approximately 10 minutes.

**VICTIMS ECONOMIC
SECURITY AND SAFETY ACT**

The Victims Economic Security and Safety Act (VESSA), gives faculty the right to a 12-week paid or unpaid leave for each consecutive 12-month period for which eligibility criteria have been met. Faculty are entitled, on return from leave, to be restored to the position held when the leave commenced or to an equivalent position with equal pay, benefits, and other conditions of employment

This Act does not create a right for the faculty member to take a leave that exceeds the leave time allowed under, or in addition to, the leave time permitted by the [Family and Medical Leave Act \(FMLA\)](#). For faculty on VESSA leave who are also eligible for FMLA leave, VESSA leave time is not in addition to the 12-week FMLA entitlement when the reason for VESSA leave also qualifies under FMLA, but depletes the 12-week FMLA entitlement when used. Faculty have the option to take VESSA leave with or without pay and should contact the Benefits Center for benefits continuation while on leave and SURS for information on the accumulation of service time for retirement and to assure continuation of contributions.