



IVY TECH ADJUNCT FACULTY/PART-TIME EMPLOYEE BENEFITS OVERVIEW

This overview is provided as a summary of benefits available to Part-Time Staff employees of the College. Because there are many benefits and a number of important facts about each benefit, this is intended only as a summary. In case of conflict between this sheet and the actual plan document, the latter prevails.

BENEFIT	DESCRIPTION	ELIGIBILITY	COST	WHEN TO ENROLL	HOW TO ENROLL
<u>VOLUNTARY BENEFITS</u>					
Vision Insurance Plan	Vision care plan that covers annual exam, prescription lenses, frames, or contact lenses.	All employees and retirees.	You pay the entire premium of lower negotiated group rate.	Eligible employees can enroll within 31 days from date of hire/new assignment or qualifying event.	Complete the enrollment paperwork and send it to the vendor. Coverage is effective the first of the month following date of enrollment.
Identity Theft Protection	Protection includes an annual credit report, credit score analysis, credit monitoring, and identity restoration.	All employees and retirees.	You pay the entire premium of lower negotiated group rate.	Eligible employees can enroll within 31 days from date of hire/new assignment	Employees enroll online. Coverage is effective the first of the month following date of enrollment.
Whole Life Insurance	Provides life insurance coverage for covered employees and eligible covered dependents. Guaranteed level face amount and premiums; guaranteed cash value. Cash value earns tax deferred interest.	All employees, spouses, children and grandchildren. Guaranteed issue if elected during open enrollment first available to employee.	You pay the entire premium.	Enrollment is limited to the open enrollment period.	Enrollment can only be done through a licensed agent during the open enrollment period.
Accident Insurance	Provides cash benefits, in addition to group benefits, for specified non-work-related accidental injuries.	All employees, spouses and children. Guaranteed issue if elected during the open enrollment first available to employee.	You pay the entire premium.	Enrollment is limited to the open enrollment period.	Enrollment can only be done through a licensed agent during the open enrollment period.
Critical Illness / Cancer Insurance	Provides a lump sum benefit if you are diagnosed with one of the covered illnesses. Covered illnesses include cancer, heart attack, kidney failure, major organ transplant, and others.	All employees, spouses and children. Applicants are subject to medical underwriting.	You pay the entire premium.	Enrollment is limited to the open enrollment period. Subject to medical underwriting.	Enrollment can only be done through a licensed agent during the open enrollment period.

BENEFIT	DESCRIPTION	ELIGIBILITY	COST	WHEN TO ENROLL	HOW TO ENROLL
VOLUNTARY BENEFITS (CONTINUED)					
Employee Assistance Program	Employees can call the EAP and Work-Life program to receive guidance and assistance with family issues, finding child and adult care, workplace concerns, legal and financial issues, stress, health and wellness, and any other issues that concern them. The program offers personal, confidential guidance and counseling for full time Ivy Tech employees and household members	All employees on first day of work.	No cost to you.	N/A	N/A
RETIREMENT PROGRAMS					
403(b) Defined Contribution Plan	College contributes 3% of salary to Transamerica Retirement Solutions.	All permanent part-time employees who are regularly scheduled at least 1000 hours per calendar year. Eligible employees do not include adjunct faculty, students, and contract employees.	No cost to you.	Completion of a 2 year waiting period. (waiting period may be waived)	Login to ivyretirement.trsrretire.com. Contributions begin as soon as administratively possible after receipt of completed online election.
403(b) Defined Contribution Plan	Before-tax employee payroll deduction for supplemental retirement annuity through Transamerica Retirement Solutions.	All employees.	You choose the amount up to IRS limits for retirement programs.	Eligible employees can enroll at any time.	Login to ivyretirement.trsrretire.com. Contributions begin as soon as administratively possible after receipt of completed online election.
457(b) Deferred Compensation Plan	Before-tax employee payroll deduction for tax deferred annuity through Transamerica Retirement Solutions.	All employees.	You choose the amount up to IRS limits for retirement programs.	Eligible employees can enroll at any time.	Login to ivyretirement.trsrretire.com. Contributions begin at the first of the month following receipt of completed online election.
EDUCATIONAL ASSISTANCE					
Fee Remission Waiver	Ivy Tech courses up to 6 credit hours per semester during the term the employee is actively employed. The spouse and/or dependent children may also enroll for up to 6 credit hours per semester provided the eligibility criteria are met.	A permanent part-time employee that has completed one full year of service with the College.	General fee, technology fee and distance fee waived.	Eligible employees must complete Fee Remission form prior to the start of the term.	Contact your Regional Human Resources Department to obtain the Fee Remission Waiver form.

Detailed information about the benefits listed here can be found on the [Benefits Website](#) and the Adjunct Faculty Resource Center. Additional information pertaining to open enrollment periods will be emailed to your Ivy Tech email and posted on the [Benefits Website](#).