

# BENEFITS PROGRAMS

INDIANA UNIVERSITY



Dear New or Prospective Employee,

Indiana University is one of the world's finest public universities. Our nearly 200-year history is marked by excellence in teaching, research, and service. Our achievements as an institution of higher learning, however, sometimes divert attention from our merits as an employer. IU offers tremendous opportunities for its employees. I am pleased to put Indiana University in the spotlight as a wonderful place to work.

IU employees take pride in their jobs and in the university's standing in the nation and the world. Our diverse groups of employees know how their work contributes to the university's mission, and they take pride in contributing to IU's success. This fosters a spirit of camaraderie and collaboration across campuses and departments, creating a workplace that is more a community than a "place of work." It is no wonder that many employees make a lifetime commitment to IU.

Our employees are among the university's most valued resources, and we recognize their worth by rewarding them with the best compensation package possible. I invite you, as a new or prospective employee, to learn more about these benefits. I believe you will see that Indiana University is a competitive and compassionate employer committed to helping you enjoy a high quality of life and financial security during your working years and into retirement.

Sincerely,



Adam W. Herbert  
President, Indiana University



## Our Commitment

In addition to employees' pay, university-sponsored benefit plans and services are a significant part of IU's total compensation package. The university provides benefit programs that enable us to attract and retain highly skilled and talented employees for all positions. It is our commitment to offer benefits that deliver the highest quality and value, while containing costs for both employees and the university. We take advantage of preferential tax treatment laws and our size to enhance benefit coverages at attractive group rates.

All full-time appointed staff and academic employees are eligible for the plans below.

### Plans Funded by IU

- ◆ Medical and dental care
- ◆ Employee Assistance Program (EAP)
- ◆ Basic Life Insurance
- ◆ Basic Accidental Death and Dismemberment Insurance
- ◆ Retirement plans
- ◆ Social Security and Medicare (FICA)
- ◆ Paid holidays and time off
- ◆ Fee Courtesy (tuition assistance)

### Voluntary Plans Funded by Employee

- ◆ Supplemental life insurance
- ◆ Personal Accident Insurance (PAI)
- ◆ Long-term Disability (LTD)
- ◆ IU Tax Deferred Annuity Plan
- ◆ IU Retirement Savings Plan
- ◆ Tax Saver Benefit (TSB)
  - ◆ Pretax health care reimbursement account
  - ◆ Pretax dependent care reimbursement account



## Health Care Coverage

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In recognition that an employee's health and well-being are important, the university offers employees comprehensive health care coverage, with a significant portion of plan costs paid by the university. Enrollment in these coverages is typically effective from the date of hire. Employee premiums are deducted before taxes, which results in tax savings. Coverage is available at four membership levels: employee, employee with child(ren), employee with spouse, and family.

### Medical Care

Indiana University is committed to offering a variety of medical care plans (PPO, HMO, and POS plans) to employees, based on the availability of these plans and the employee's place of residence. All of these plans provide comprehensive coverages for services and medical needs, such as:

- ◆ Inpatient and outpatient treatments
- ◆ Primary care and specialist physicians
- ◆ Organ and tissue transplants
- ◆ Prescription drugs
- ◆ Mental health treatments
- ◆ Emergency room and urgent care
- ◆ Wellness, including eye exams

(Each plan has designated preferred providers, deductibles, copays and other distinguishing features.)

### Dental Care

Employees may enroll in the IU Dental Plan regardless of whether they enroll in a medical plan. Members may receive dental care from any licensed dentist, however, a higher level of benefit is paid when a network dentist is used. This plan has an annual maximum benefit of \$1,000 per member. Child orthodontia is covered up to a \$500 lifetime limit.

### Medicare

Both the university and employees contribute to this federal health insurance program for seniors, which provides coverage for hospitalization and some nursing home care.

## Tax Saver Benefit Plan

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With IU's Tax Saver Benefit Plan (TSB), employees can reduce the amount of income tax paid each year by setting aside money from salary before taxes. Using TSB, employees can be reimbursed for (1) medical, dental, prescription, and vision expenses and (2) costs for dependent care (day care, babysitting, and elder care) with money set aside before taxes. This plan provides an optional TSB debit card to access salary reductions for health care expenses.

## Employee Assistance Program

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The Employee Assistance Program (EAP) helps IU employees and members of their households deal with personal issues that may interfere with day-to-day well-being. Counseling is available 365 days a year in areas ranging from stress and workplace conflict to relationship problems, alcohol or drug concerns, and loss of a loved one. The service is confidential and 100 percent paid by IU.



# Insurance Plans

## Basic Life Insurance

The university provides Basic Life Insurance, 100 percent of which is paid by IU. Highlights of this plan include:

- ◆ A death benefit to the designated beneficiary equal to twice the employee's base annual salary, up to a maximum benefit of \$50,000
- ◆ Coverage for eligible dependents of \$3,000 for a spouse and \$1,000 for each child
- ◆ An accelerated death benefit, which allows terminally ill employees and their dependents the opportunity to collect all or part of their life insurance prior to death

## Optional Supplemental Life Insurance

A key benefit of working at IU is the number and variety of optional benefit plans that may not be affordable or available elsewhere. Supplemental life insurance is one such benefit plan. It augments the Basic Life Insurance provided by IU. The amount of supplemental coverage depends on which option an employee chooses. The options available are:

- ◆ One times base salary to a maximum of \$250,000
- ◆ Two times base salary to a maximum of \$500,000
- ◆ Three times base salary to a maximum of \$750,000
- ◆ Four times base salary to a maximum of \$1,000,000

## Basic Accidental Death and Dismemberment Insurance

In addition to Basic Life Insurance, the university provides basic accidental death and dismemberment insurance, 100 percent of which is paid by IU. In the event of an employee's accidental death, the amount of this benefit is equal to twice the employee's base annual salary, up to a maximum benefit of \$50,000.

## Optional Personal Accident Insurance

Personal Accident Insurance (PAI) pays benefits in the event of accidental loss of life or dismemberment. Employees can purchase coverage for themselves or for themselves and family members. Additional benefits are available for various situations. Eligible employees can purchase coverage from \$30,000 to \$500,000. Travel Assistance Services are available to plan enrollees.

## Optional Long-term Disability Insurance

Long-term Disability (LTD) pays a significant percentage of an employee's salary should an enrolled employee become disabled and cannot work. This plan replaces up to 60 percent of one's salary, up to a maximum of \$10,000 per month, less Social Security and other disability benefits. Benefits are paid as long as a total disability continues, until age 65 (or to a later age if disability occurs after age 60).



# Retirement

Indiana University sponsors a number of retirement plans to help employees prepare financially for their retirement years. These plans include a university-funded base retirement plan and several optional plans for employee contributions, along with university and employee contributions to Social Security.

## Base Retirement Plan

### IU Retirement Plan for Academic and Professional\* Staff Appointments

- ◆ The university contributes 10 percent of base salary to a 403(b) retirement account.
- ◆ Contributions and account earnings are tax deferred until withdrawn.
- ◆ Employees are immediately 100 percent vested in contributions and account earnings.
- ◆ Withdrawals may only begin after termination of employment with the university.
- ◆ Employees can choose from investment opportunities at TIAA-CREF and Fidelity Investments.

### PERF Retirement Plan for Support and Service\* Staff Appointments

Public Employees' Retirement Fund (PERF) consists of two separate benefit provisions: a pension benefit and an annuity savings account benefit.

- ◆ The pension benefit is an annual benefit payable for life and based on: years of PERF service (x) final average salary (x) a stated special percentage. Participants must have at least 10 years of PERF service to have a vested right to this pension benefit.
- ◆ The annuity savings account benefit is based on university contributions equal to three percent of total salary plus any account earnings. Employees are immediately 100 percent vested in contributions and account earnings, which are tax deferred until withdrawn, and the participant has a variety of income and equity investment options.
- ◆ PERF also includes disability benefits after five years of PERF service and survivor benefits after 15 years of PERF service.

## Social Security

Both the university and employees contribute to this federal retirement plan, which provides retirement income, disability, and survivor benefits.

\* Professional Staff employees hold certain administrative, professional, and IT positions classified as PA; Support and Service Staff employees hold positions such as clerical, technical, service maintenance, general supervisory, and nursing.

## Optional Retirement Plans

Employees can participate in either or both of these plans.

### IU Tax Deferred Annuity Plan, a voluntary 403(b) plan

- ◆ Employees may make voluntary salary deferral contributions up to IRS-allowed maximums.
- ◆ Contributions and account earnings are tax deferred until withdrawn.
- ◆ Withdrawals may only begin after age 59½ or after termination of employment with the university.
- ◆ Employees can choose from investment opportunities at TIAA-CREF, Fidelity Investments, AUL, AIG VALIC, and Sentinel Funds.

### IU Retirement Savings Plan, a voluntary 457(b) plan

- ◆ Employees may make voluntary salary deferral contributions up to IRS-allowed maximums.
- ◆ Contributions and account earnings are tax deferred until withdrawn.
- ◆ Withdrawals may only begin after termination of employment with the university.
- ◆ Employees can choose from investment opportunities at TIAA-CREF and Fidelity Investments.



## Paid Holidays and Time Off

IU's generous Paid Time Off plans help employees balance work and personal life. Staff employees enjoy nine paid holidays per calendar year and additional paid time off listed below.

- ◆ Professional Staff employees earn 30 days of paid time off a year, accrued on a monthly or biweekly basis. This rate increases after five years of service.
- ◆ Support and Service Staff employees earn 14 vacation days and 12 sick days each year, accrued on a biweekly basis, along with paid time off for bereavement of a family member. The vacation rate increases after six years of service.

Indiana University understands the need for employees to take time off for responsibilities outside the workplace; therefore, the university also provides paid time off for military, voting, and court duty.

*Note: Academic employees should consult their Academic Affairs office for specific information about holidays and time off.*

## Fee Courtesy and Educational Opportunities

Indiana University's liberal Fee Courtesy benefit supports the educational mission of IU and reduces the cost of IU courses.

- ◆ Employees—Covered tuition is paid at 100 percent up to a dollar limit each semester. The dollar limit is based on 100 percent of three credit or audit hours and 50 percent for another three credit or audit hours, at the Indiana resident undergraduate, graduate, or professional rate.
- ◆ Spouses of employees—Covered tuition is paid at 100 percent up to a dollar limit each semester. The dollar limit is based on 50 percent of three credit or audit hours at the Indiana resident undergraduate rate.
- ◆ Children of employees—Fee Courtesy value is 50 percent of the Indiana resident undergraduate rate for up to 140 credit hours or the first baccalaureate degree, whichever comes first.



## Domestic Partner Coverages

Registered domestic partners of IU employees are treated as spouses for the purposes of the following benefit plans: medical and dental coverages, Fee Courtesy benefit, Basic Life Insurance, and Personal Accident Insurance.

# INDIANA UNIVERSITY

Indiana University is an Affirmative Action/Equal Opportunity employer. We value diversity and encourage applications from women, members of minority groups, and persons with disabilities.

The benefit plans described are primarily for full-time appointed employees. The content of this document is a summary and not intended as a contract between IU and the employee. If there is a difference between the summary and the official documents, then the official documents will govern. IU reserves the right to amend or terminate all or any part of these benefit plans.

### FOR ADDITIONAL INFORMATION

Contact a campus Human Resources office or visit [www.indiana.edu/~uhrs](http://www.indiana.edu/~uhrs).

Bloomington . . . . .	(812) 855-2172
Indianapolis . . . . .	(317) 274-4596
East . . . . .	(765) 973-8232
Fort Wayne . . . . .	(260) 481-6840
Kokomo . . . . .	(765) 455-9294
Northwest . . . . .	(219) 980-6620
South Bend . . . . .	(574) 237-4358
Southeast . . . . .	(812) 941-2356

In order of appearance, thanks to the following IU employees who agreed to be photographed: Usha Venkataramanan, Richard Hvale, Jeanetta Nelms, Rosa Ayers, Kevin Atkins, the Ford-Thompson family (T. Michael Ford and Dr. Chalmer Thompson and their children Noni, Mudiwa and Gyasi), Ailish Byrne, Wandee Barkman, Mary Clegg, Mayumi Nakano.

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