

BENEFITS SUMMARY

Part-Time Staff

RETIREMENT

Enrollment in a retirement plan is mandatory under Iowa Code for eligible employees.

Eligibility

- Part-time employees must earn \$1000 during two consecutive quarters to become eligible for IPERS/TIAA.
- Human Resources will notify the part-time employee when the employee is eligible. After eligibility notification, the employee will have 60 days to make an election or the employee will default to IPERS.
- Kirkwood students are not eligible to participate in a retirement plan.

Plans

- One-time election of either IPERS or TIAA

Contribution

- Employer: 9.44%
- Employee: 6.29% (pre-tax)

403(b) Retirement Annuities

- Optional benefit

SUMMER HOURS

- Summer hours are observed the Monday following May commencement through approximately the last week in July. The college is open Monday through Thursday, 8 a.m. to 5 p.m. and closed Friday.
- Summer hours are observed by all departments with the exception of Facilities & Security and The Hotel at Kirkwood Center.

TUITION BENEFITS

Kirkwood Tuition Benefit

- Two classes per academic year, either two credit (up to 3 credit hours per class); two continuing education classes-limited to \$200 per class; or one of each (up to 3 credit hours)
- Effective first semester or session after date of hire

Tuition Discount/Non-Kirkwood

- When applying for admission at other institutions, please inquire about any discounts available for Kirkwood employees.

OTHER BENEFITS

Recreation Center

- Free to employee
- Spouse/Partner and children age 14-25 is \$25 for a six-month membership

Employee Assistance Program (EAP)

- Mercy EAP with a limit of six (6) visits per family member per calendar year