

# **Illinois Central College Retirees Association**

## **Member Handbook: Pre-production Version**

**September, 2009**

Dear New Member:

The officers and membership of the Illinois Central College Retirees Association extend a warm welcome to you. If you are a new retiree, our best wishes to you as you look forward to years of freedom to do all those things you've always wanted to. If you are still an active employee, we welcome you and want you to know you've come to the right place. The Illinois Central College Retirees Association is an active Chapter of the State Universities Annuitants Association (SUAA) and, along with that organization, is looking out for your best interests in the areas of pension benefits, health care in retirement, and legislation that affects community college and state university retirees. ICCRA and SUAA are the *only* organizations whose purpose is to look out for your future.

We encourage all members to be active in ICCRA. There are opportunities for social, service, and political activities. Whether you are a retiree or still an active employee, ICCRA membership gives you the chance to keep in contact with the people you worked with professionally in a common effort for so many years.

ICCRA has three regularly scheduled business meetings per year -- usually with a featured speaker of interest from outside of the organization -- scheduled in June, September, and March. Whether you are newly retired from or still actively employed at Illinois Central College we hope very much to see you at some of our activities.

Best wishes,

The Officers and Membership of ICCRA

Dear Illinois Central College Retirees:

You all are a very important part of Illinois Central College. Your contributions laid the foundation of ICC, and through your continued dedication and service, the College has grown and developed in its quest to meet the educational and training needs of thousands of citizens in our district.

**Please consider volunteering not only your time to the college in areas of your expertise, but also direct us to community partners who will help ICC with resources and projects. A thriving college needs all of us to work together as a community.**

Illinois Central College encourages and supports the ICCRA, and I hope that in your retirement you will continue to be an advocate and supporter our institution. I encourage each of you, as well as your entire association, to look for innovative ways that we can partner for the advancement of ICC, our students, faculty, staff, and entire community. Please call me with your ideas and suggestions. I welcome your input.

Thank you for your ongoing support of Illinois Central College. I look forward to meeting you and working with your organization.

Dr. John S. Erwin  
President

P.S. Specific questions about retirement and benefits may be directed to Bruce Budde at 694-5477.

**Association Officers and Committees: 2009-2010**

**President**

Tom Eertmoed  
3801 N. Saymore Lane  
Peoria, IL 61615  
(309) 688-9833

**President-elect**

*Currently vacant*

**Past-president**

Ron Holohan  
1504 Woodside Drive  
Dunlap, IL 61525  
(309) 243-5431

**Secretary**

Marilyn Walter  
505 South Farm Street  
Eureka, IL 61530  
(309) 467-3881

**Treasurer**

Louise Heimann  
1240 N. Hickory Lane  
East Peoria, IL 61611  
(309) 699-0029

**SUAA State Board Directors**

Ron Holohan  
1504 Woodside Drive  
Dunlap, IL 61525  
(309) 243-5431

Tom Eertmoed  
3801 N. Saymore Lane  
Peoria, IL 61615  
(309) 688-9833

**Association Committee Chairs/Coordinators**

**Membership Chair**

*Currently Vacant*

**Legislative Chair and SUAA Action Chair**

Gene Humke  
1178 N. Byerly Hills Drive  
East Peoria, IL 61611  
(309) 699-5941

**E-mail Messenger**

Ray Franz  
ray@rjfranz.net

**Telephone Tree Coordinator**

Herb Spinder  
208 Illini Drive  
East Peoria, IL 61611  
(309) 699-4038

**ICC Insurance Committee Representatives**

Rich Karnopp  
110 South Baltimore Ave.  
Morton, IL 51550  
(309) 266-5895

**Newsletter Editor**

Bob Wegner  
912 Holland Road  
Metamora, IL 51548  
(309) 383-4883

Sherry Sauder  
24643 Spring Creek Road  
Washington, IL 61531  
(309) 745-9455

**Monthly Breakfast Coordinator**

Marty Petit  
801 Anne Street  
Washington, IL 61571 (309) 444-2870

**Ladies' Monthly Luncheon Coordinator**

*Currently Vacant*

## **Constitution and By-Laws**

### **Constitution of the ICC Retirees Association**

#### Article I: NAME

The name of this organization shall be the Illinois Central College Retirees Association (ICCRA).

#### Article II: PURPOSE

The purpose of this organization shall be to promote the individual and collective interests and welfare of Illinois Central College retirees and their survivors, to promote discussion and service to Illinois Central College and District 514, to promote social events for the members, and to promote discussion and participation with the State Universities Annuitants Association (SUAA) and other college retirees organizations.

#### Article III: MEMBERSHIP

Regular membership (joint membership in ICCRA/SUAA) in the Association shall be open to Illinois Central College employees (full-time or part-time) or former employees who qualify for an annuity through the State University Retirement System.

Regular membership in the Association includes membership in the State Universities Annuitants Association, which serves annuitants and their survivors who receive pension benefits from the State University Retirement System.

Associate membership is available to Illinois Central College employees or former employees. The spouse or surviving spouse of a retiree also shall be eligible for associate membership. Retirees from Illinois Central College who are receiving an annuity from SURS are not eligible for associate membership.

#### Article IV: EXECUTIVE BOARD

The affairs of this Association shall be administered by an Executive Board of five (5) members: president, president-elect, secretary, treasurer, and the immediate past president. Members of the Executive Board shall be elected at the annual meeting.

Vacancies on the Executive Board shall be filled for the unexpired term by a vote of the members of the Board. A majority of the members of the Executive Board shall constitute a quorum.

The Executive Board shall arrange the annual meeting of this Association's membership and other such meetings as shall be deemed desirable. At such regular or special meetings of this Association, the Board shall report on its activities, on the activities of all committees of this Association, and on the state organization since the time of the previous Association meeting.

#### Article V: DUTIES OF OFFICERS

The president of the Association shall prepare an agenda for and preside at all meetings. The president shall serve as the official spokesperson for the Association.

The president-elect shall preside at meetings when the president is unable to be present and shall be responsible for membership recruitment.

The secretary shall be secretary for all Executive Board and membership meetings.

The treasurer shall record all funds received from members, expend them as directed, submit regular reports at meetings of the Association, and shall be responsible for membership records.

The financial records of the Treasurer may be audited annually by a special committee of the membership.

The immediate past president shall continue as a voting member of the Executive Board and shall serve as a liaison to other annuitants/retirees associations.

#### Article VI: ELECTION OF OFFICERS

At least three (3) months prior to the annual meeting, the president, with the advice and consent of the Executive Board, shall appoint a nominating committee. This committee shall select candidates for the Executive Board positions to be filled and shall present the names of the nominees (who have consented) to the membership at the annual meeting. Nominees must be regular members of the Illinois Central College Retirees Association and participate in the State University Retirement System. Additional nominations, with the consent of the nominee, may be made from the floor. The election procedure shall be determined by the Executive Board.

#### Article VII: COMMITTEES

The Executive Board shall designate such committees as will advance the work of the Association. Appointments to committees shall be made by the president with the approval Of the Executive Board.

#### Article VIII

##### DUES

The amount of membership dues shall be established annually by the Association, based upon the recommendation of the Executive Board. Regular membership designates membership in both ICCRA and SUAA. Associate membership will pay dues for ICCRA only. Regular members receiving an annuity may pay dues by automatic dues deduction or check. The automatic deduction choice is much preferred since the annual renewal is not necessary and thus saves time and money for the organization. Current regular members paying by check will be sent membership materials from SUAA. Annually, the ICCRA will solicit active employees to join as a regular or associate member through various means. Active employees 50 years and older will be sent membership forms for the upcoming membership year. Younger active employees may also join by requesting membership forms from an executive officer or on-campus liaison.

#### Article IX: AMENDMENTS

Amendments to this Constitution may be proposed by the Executive Board or by petition signed by not less than five (5) members of the Association. Such amendments will be presented at the annual meeting of the membership and may be adopted with a two-thirds affirmative vote of those present.

#### **BY-LAWS**

There shall be an annual membership meeting and at least two (2) other meetings at which time the main business of the Association shall be transacted.

The Executive Board shall meet a minimum of three (3) times a year at an agreed time and place.

Ad hoc committees shall be appointed as required. The president shall be an ex-officio member of all committees except the nominating committee.

Payment of all approved obligations of the Association shall be made by the treasurer.

*Revised February 2004*  
**Staying in Touch**

## Publications

The *ICCRA Newsletter* is published four times a year. Issues are typically mailed to members just before the June, September, and March membership meetings, and one issue is published in December. Your submissions for publication are always welcome. The newsletter features a message from the association president, minutes of the most recent association meeting, schedules for the monthly association breakfast and newsletter submission deadlines, news of developments regarding SURS, SUAA, and pension issues, ICC Insurance Committee minutes and news, and articles of interest on health, legislative news, member obituaries, “going and doing,” ICC cultural events, and more.

Submissions for inclusion in the *ICCRA Newsletter* are welcome and, as mentioned, the deadline for future issues is printed on the front page sidebar. **The newsletter also can be seen and downloaded from the retirees’ web page on the ICC web site.**

Please contact the newsletter editor regarding your submissions for this publication.

## Retirees’ Website

Illinois Central College graciously allows ICCRA a web page on the college web site. To get to the retirees’ web page, type the following in your browser, or save this link and make it one of your “favorites.”

ICC Retirees’ web page link: <http://icc.edu/facultyStaff/iccRetireesAssociation.asp>

You can also type [icc.edu](http://icc.edu) in your browser, then click on “Faculty and Staff” (upper right), then on “ICC Retirees Association” (left sidebar).

The retirees’ web page features a listing of association officers and committees, frequently asked questions about the State Universities Annuity Association (SUAA), a listing of state and federal elected representatives with contact information, a presentation in both PDF and PowerPoint form titled, “Why Join ICCRA/SUAA,” volunteer opportunities for retirees, minutes of association meetings, and issues of the *ICCRA Newsletter*.

## Email Contacts

**ICC Listserv:** You can stay in touch with and on top of events by subscribing to our ICC retirees email list, or listserv. Our email messenger forwards information received from officers and members to those members who subscribe to this service. News that cannot be included in the *ICCRA Newsletter* in a timely fashion is forwarded to subscribers. Legislative developments that affect pensions and benefits are delivered as they become news. Send an e-mail to our e-mail messenger to subscribe or unsubscribe to the listserv. Contact information for the ICCRA e-mail messenger can be found in the list of officers/committee members – Section 2.

**SUAATalk:** SUAATalk is a service you can subscribe to that will periodically send you information on pension and benefit legislation, editorials from around Illinois regarding retiree issues, and briefings and calls to action from SUAA. You can go to the site and search past postings on various topics of interest to retirees. Your email address will not be shared with anyone and you can unsubscribe at any time. To subscribe to SUAATalk, go to the following web page in your web browser  
<http://lists.eiu.edu/mailman/listinfo/suaatalk>.

## Keeping in Touch

You can keep in touch and let the rest of us know what you are doing or what’s new in your life by emailing the ICCRA email messenger or by contacting the association’s newsletter editor. Contact information for both of these individuals is listed on the officers and committees page – Section 2. Additionally, if you have moved or have a new phone number you would like to share, you can fill out and mail in the change of address form at the back of this handbook.

## **Ongoing Activities**

### **Men's Warm Oatmeal Club and Marching Society**

If you are a male retiree or spouse of a female retiree, we encourage you to become a part of this little club. We are called the Men's Warm Oatmeal Club because we meet for breakfast once each month (usually on Wednesdays). We are called the Marching Society because each month we move to and sample one of the area's many fine restaurants.

We order breakfast around 8:30 AM. Some come early and most usually stay until 9:00 or 9:30. Each person orders from the menu and pays his own bill and tip. Call the Monthly Breakfast Coordinator for this year's schedule of meeting places. **Our ICCRA email messenger will send you a monthly reminder for this recurring event if you subscribe to his email list** and the dates can also be found on the front page of the *ICCRA Newsletter*. Check these sources for the date, time, and place. There are no dues or other requirements.

### **Annual Ice Cream Social**

ICCRA hosts an annual Ice Cream Social event at the beginning of each new academic year. This event is held at the East Peoria, downtown, and ICC North Campuses. Volunteer ICCRA members make ice cream sundaes for faculty, staff, and students on the East Peoria Campus and ice cream bars are handed out at the two Peoria locations. Volunteers are welcome and appreciated for this event. Call the membership chair for details or to volunteer your services.

### **Volunteering**

Volunteers are needed for certain campus events and participation by retirees is encouraged. Please call the Illinois Central Foundation Office at 694-5572. You will also find a list of volunteer opportunities elsewhere in this handbook.

### **Special Social Activities**

ICCRA from time to time sponsors social activities for retirees and spouses. Look for events in the ICCRA Newsletter or through the ICCRA listserv and respond early to any event you would like to attend.

### **Informational Events for Active Employees and ICCRA Members**

For the past several years, ICCRA has hosted informational events featuring speakers and presentations from SURS, SUAA, and the Social Security Administration. These meetings are mainly intended to give active employees who are considering retirement information on the options available to them. Retirees have also found the question-and-answer sessions of these meetings useful as well. Look for announcements for these events on the retirees' ICC web page, in the newsletter, and on the listserv.

## Volunteer Opportunities

The most wonderful thing about retirement is the time one has – time you can spend with family, on hobbies, traveling, starting a new career, or giving back to the community. There are many fine local organizations that need help and which are worthy of your time. You would be surprised at the different kinds of volunteer activities for which you can sign up. Just because you volunteer for the Salvation Army does not, necessarily, mean you will be ringing a bell over a donation kettle. Organizations need people to help with landscaping, building birdhouses, tutoring kids and adults, and to supervise sports activities. There is a smorgasbord of opportunities available for you. Below is a listing of organizations that can place you with an agency in need and contact information for some local groups that need help.

### Volunteer Clearinghouses

**RSVP:** RSVP is America's largest volunteer network for people age 55 and over. RSVP offers a full range of volunteer opportunities with thousands of local and national organizations. You choose how and where you want to serve. Go to [www.seniorcorps.gov](http://www.seniorcorps.gov) to see what is available or contact the local RSVP organization at the number you will find in the individual agency listing, below.

**Volunteer Match:** VolunteerMatch strengthens communities by making it easier for good people and good causes to connect. The organization offers a variety of online services to support a community of nonprofit, volunteer and business leaders committed to civic engagement. Our popular service welcomes millions of visitors a year and has become the preferred internet recruiting tool for more than 70,000 nonprofit organizations. Go to [www.volunteermatch.org](http://www.volunteermatch.org) online to check out opportunities.

### Local Agency Volunteer Opportunities

(More detail on the typed of volunteer jobs for each agency can be found on the Peoria Journal Star web site. Go to [pjstar.com](http://pjstar.com), type "serve your community" in the search box, then click on the search button for more details. The list is updated online each Monday, appears also in the newsstand editions, and includes specific persons as email contacts.

- Illinois Central College Foundation  
For details on how you can help, call 694-5530
- Alzheimer's Association, Central Illinois Chapter  
For details or to volunteer, call 681-1100
- Boys and Girls Club  
For details or to volunteer, call 685-6007, Ext. 112
- Cancer Center For Healthy Living  
For details or to volunteer, call 693-8139.
- Catholic Charities of the Diocese of Peoria. Call 636-7724
- Central Illinois Chapter of the American Red Cross. Call 677-7272.
- Central Illinois Debt Management & Credit Education Inc. Call 676-2941, Ext. 128
- Central Illinois Friends of People with AIDS. Call 671-2144; or send e-mail to [friendsofpwa@mmci.org](mailto:friendsofpwa@mmci.org)
- Common Place  
For details or to volunteer tutoring adults, call Kathryn Lambert at 674-3315. To volunteer tutoring children, call Shirley Dresden at 674-3315.

- Friends of Peoria Public Library. Call 637-5400 or 253-1773
- Heart of Illinois Special Recreation Association. Call 691-1929.
- Hopedale Medical Complex. Call 449-6790.
- Make-A-Wish Foundation of Illinois. Call 637-1659. To request a volunteer application and sign up for training, go to [www.wishes.org](http://www.wishes.org)
- Mental Health Association of Illinois Valley. Call 692-1766
- The Peoria Art Guild. Call 637-2787 or send e-mail to [artfair@peoriaartguild.org](mailto:artfair@peoriaartguild.org)
- Peoria Park District. Call 681-2822 or send an e-mail to [volunteers@peoriaparks.org](mailto:volunteers@peoriaparks.org).
- RSVP - Retired and Senior Volunteer Program  
RSVP is a volunteer placement service for people 55 years and older. Shifts and needs vary. For details or to volunteer at an RSVP organization in the area call 682-8521 for Peoria or Tazewell county opportunities or 467-9059 for Woodford or Marshall county opportunities.
- Salvation Army. Call 655-7220, Ext. 107.
- Soldiers Hill Volunteer Organization. Call 694-2492 or 397-8040
- Tazewell Animal Protective Society. Call 353-8277 or send e-mail to [admin@tapsshelter.org](mailto:admin@tapsshelter.org).
- Woodford County Meals on Wheels. Call 467-9052

## **Benefits**

### **Retirees ID Card**

Your college photo ID will also serve as your retiree ID. If you do not have a valid college photo ID, you may go to Human Resources, room 339G to obtain a new ID card or to validate your present card, if necessary. This card will grant you free admission to athletic events, use of the college library, and discounts at the bookstore and the Performing Arts Center.

### **Athletic Events**

Your retiree ID card entitles you to free admission to all athletic events held at Illinois Central College. The card is not valid for free admission to national tournament games held at ICC, however.

### **Performing Arts Center Events**

If you are a retiree who has not yet reached age 62 and eligibility for the senior citizens discount, you may use your photo ID to request the same discounted price available to college faculty, staff, and students for PAC events.

### **Bookstore Discount**

As a retiree, you are still eligible for the 10% discount you had as an employee. Show your retiree ID card at the register at the time of your purchase.

### **College Computers**

When employees retire, their network logins are disabled. If retirees wish to use the college computers, they must go to the library where they can be logged in as a "guest." Check with the library staff if you have questions.

### **Faculty/Staff News: eNews**

The Faculty/Staff News is no longer published in physical form and mailed to retirees, but you can still keep up with campus news and events by logging on to the ICC website ([www.icc.edu](http://www.icc.edu)) and browsing "eNews Headlines." Go to [icc.edu](http://www.icc.edu) in your computer's web browser, click on "Faculty and Staff" at the upper right hand side of the web page. This action will take you to the Faculty and Staff web page. You can click on a heading to open the story attached to a particular headline or click "View All Articles" to see a listing of all the news items available.

### **Fitness Center**

Retirees who are under age 65 can register for REC C80. However, if you have not used the facility before, you will be required to take the PHYED180 class.

You will receive a bill for tuition. A tuition waiver is available for retirees, but you must come to Student Accounting on the East Peoria Campus and fill out the waiver form. You are still responsible for paying the lab charge, currently \$25 as of this writing (summer, 2009).

If you are 65 years of age or older, the requirements and costs are the same but you should register for REC C81.

## **Health Insurance**

Eligibility of future retirees for the ICC Retiree Health Insurance Program was terminated in accordance with guidelines established by the Board of Trustees. Specific dates of termination vary by employee group. Those retirees currently enrolled in the ICC Retiree Health Insurance Program must reimburse the College for the applicable premium. Any adjustment in premium will be made on July 1, to coincide with the College's fiscal year. Payment options available to retirees are quarterly, semi-annually, or annually. There is now an option for retirees to directly charge the premium to their debit or credit card. Contact the Risk Management office at (309) 694-5398, for more information.

The spouse of a deceased, retired employee (who elected to continue in the Plan upon their retirement) may continue single or family coverage in the Plan for life unless (1) required premiums are not paid when due, (2) the surviving spouse is already covered under another group health plan or becomes eligible for another group plan, or (3) the surviving spouse remarries. The surviving spouse would continue to pay the regular employee contribution or retiree premium (whichever is applicable) for participating in the Plan.

Future retirees will not have the option of enrollment in the ICC Retiree Health Insurance Program. An eligible retiree can enroll in the College Insurance Program (state program). Open enrollment occurs each year during the period May 1 - May 31. Contact the State Universities Retirement System at (800) ASK-SURS (800-275-7877) or ask your questions on the SURS web site at <http://surs.org/>. Go to the "Member Access" area of the web site to make an inquiry via email.

Eligible retirees, who are currently enrolled in the ICC Retiree Health Insurance Program and choose other coverage may NOT re-enroll in the ICC program at a later date.

## **Health Services**

ICC Health Services remain available to retirees. In addition to the usual services, the following programs are offered annually. Notices for these services and programs appear in e-News on the ICC web site, on the ICCRA listserv, and in the retirees' newsletter, if possible. The ICCRA listserv will send an announcement to you, when possible, if you subscribe. Call (309) 645-5475 if you have questions.

### **MAMMOGRAM VAN**

The mammogram van is usually scheduled in late spring and is open to all retired women and spouses of retired men.

### **PROSTATE SCREENING**

The PSA test and digital exam is scheduled annually and is open to all retired men and spouses of retired women.

### **FLU VACCINE**

Flu vaccine shots are available to all retirees and their spouses for a minimal fee. Health Services will distribute information in the fall regarding date of availability of the vaccine.

### **BLOODWORK**

Bloodwork is done annually. The test includes cholesterol levels. This service is available to all retirees and their spouses for a minimal fee.

### **PNEUMONIA VACCINE**

Pneumonia vaccine is available at anytime to retirees and their spouses for a minimal fee. Call Health Services at (309) 694-5475 to schedule this service.

## Wellness Works

Wellness Works is ICC's employee and retiree wellness program. This program incorporates the many wellness activities that were already in place here (blood work, flu shots, mammograms, etc.) and encourages exercise, weight control, smoking cessation, and practicing good health habits. The program also provides free informative workshops you can attend and fun 4-8 week self-guided wellness activities you can participate in for easy learning. All wellness related activities in which you participate give you points towards cash rewards at the end of the year. We encourage all retirees to participate. You can call (309) 694-5475 for further information.

## **Library Privileges (Confirm procedures-card acquisition, book fee, log in)**

Retirees may retain their faculty/staff library cards (college photo ID card) upon retirement. Please advise the Library staff at the circulation desk that you are retired and give them your home address. All library cards must be renewed yearly in order to retain borrowing privileges, which expire on May 31 of each year. Your permanent ICC ID card is your library card. If you do not have a faculty/staff ID card, you may obtain one from the Human Resources office in room 339G. All retirees must adhere to the three-week loan period in fairness to others. The Library retains the right to recall any book after the loan period. Overdue notices will be sent to you, but fines will be assessed only if borrowing privileges are abused or books are lost. Bills will be sent for lost items including a replacement fee of \$25. Your ICC library card may be used at all other academic libraries in the state and you will be subject to the policies of those libraries. Borrowing materials from a public library with your ICC card is not possible. You need to obtain a card from your local public library to have borrowing privileges with them.

Other privileges retained by retirees include interlibrary loan of materials from other libraries, reference assistance, and online searching. Contact the reference librarians for help with any of these services.

The Library provides an online public access catalog which lists books and audiovisual items located both at ICC and in other area libraries throughout Illinois. Access to articles contained in magazines and journals is also provided via the College network. **You may log on to college computers as a guest and only in the library. See the reference librarian if you have questions about these services.**

The Library provides an online public access catalog which lists books and audiovisual items located both at ICC and in other area libraries throughout Illinois. Access to articles contained in magazines and journals is also provided via the College network.

## **Tuition Waiver**

All full-time retirees and their spouses (or surviving spouse following the death of the retiree) may have their (and their dependents') in-district tuition waived for credit courses only. Lab fees are not waived. Special interest and hobby courses do not qualify for tuition waiver.

## **Life Insurance**

Retirees with ten or more consecutive years of employment are eligible to receive a letter from the Office of Risk Management that will outline all available options for the college's Retiree Life Insurance Program. Questions about coverage and costs should be directed to the Risk Management Office at (309) 694-5398.

The retiree who elects, at the time of retirement, not to remain in the College's group life insurance program may NOT enroll in the program at a later date, so be sure to contact the insurance office if you wish to have this coverage.

## **Mail Forwarding after Retirement**

You should make your own arrangements with someone in your department to forward any personal first-class mail that comes to the college after you retire. Unexpired magazine subscriptions paid for by the

college will be distributed to staff members in the department. If you have personally paid for a magazine subscription, be sure to notify the publisher of your home address.

### **Notary Public**

Retirees may use ICC notary public services at no charge. Notaries are in the following locations on the East Peoria Campus: Human Resources, 339-G; Admissions and Records, L-211; Administration and Finance, L431; and Advisement and Counseling, L-220.

### **Parking for Retirees (Confirm and add procedure to get a parking tag)**

For retirees requesting a hanging tag, the College will be glad to provide one. You will need to go to the Campus Safety and Security office, room 103A near the campus loading dock to fill out a form and receive your tag. Keep in mind that the tags are changed periodically; eNews on the college's web site will announce when tags need to be renewed. You are not entitled to park in spots for the disabled unless you have such a tag.

East Peoria Campus:

Tags allow you to park in the Staff area of Lot A only. For those of you who are disabled, even temporarily, you are now required to display a state of Illinois disabled tag. You can get a temporary tag to allow you to park in Lot C and Visitors Lot for periods of no more than two weeks. Contact Campus Safety and Security if you need a short-term tag to park in Lot C. Officers of the Association are allowed to park in Lot C and the Visitor's lot using the normal parking tags.

### **Downtown Peoria Campus:**

Your Retiree ID Card allows you to park in the College's downtown parking facilities. Parking is available in the City Deck adjacent to the Health and Public Services Building and the Niagara Deck adjacent to the Perley Building. Present your ID card at the circulation desk of the library or at the front desk in the Perley Building for validation of the parking lot ticket. Because the College pays for these spaces, we ask that you use this privilege only while at the College.

### **ICC North Campus**

You may park in any of the parking spaces on the ICC North campus, except those reserved for disabled persons.

## **Re-employment**

The College feels strongly that its retirees form an excellent pool of talent from which to draw part-time employees. Keep in mind, however, that part-time employment is not guaranteed; first, the College must have a need. Rates for part-time employees who are not teaching are negotiated based on the position in question.

**CAUTION:** The SURS limitation on earnings is clearly spelled out in its literature, and it is the retiree's responsibility not to exceed those earnings. SURS clearly prohibits re-employment of a retiree until that individual has been retired at least sixty (60) days (i.e., the individual may not have earnings for at least sixty (60) calendar days following the effective date of his/her annuity).

The effective date of an annuity is the first calendar day of the month following the individual's effective date of termination. Regardless of the last day one worked within a month, the first day of the following month is the first day of the sixty (60)-day period during which the individual may not be re-employed.

The College may re-employ retirees as needed within limits set separately by the Board of Trustees and by SURS.

In the case of a retiree returning as an adjunct instructor, the rate of pay per equivalent credit hour (ECH) will be at the rate identified on the Adjunct Faculty Compensation Information Sheet. The maximum assignment for the academic year is fifteen (15) ECH and the maximum summer session teaching load is six (6) ECH.

August and December minimester assignments will be counted as part of the academic year, and the May minimester as part of the summer term.

Retirees who return in non-teaching capacities will be compensated based on the tasks to be performed at rates determined by the College and will be limited to working fewer than twenty (29) hours per week.

## **Re-Employment Questions and Answers**

Q: Could a retiree work within the sixty (60) days with the understanding payment would be delayed until the sixty-first (61) day?

A: No. The State Universities Retirement System's position is clear: Work cannot be performed for sixty days following the effective date of retirement.

Q: Could a person work free (i.e., volunteer) for sixty (60) days and then begin earning compensation?

A: Yes, as long as no payment was made at any time for any work performed within the sixty (60) calendar days following the effective date of the annuity.

Q: Do I need to make an official application for re-employment?

A: Yes. You should apply through Human Resources, 339-G. You may also want to let your previous supervisor or chair know of your interest in part-time employment.

Q: What types of withholding for taxes will a returning employee have from his/her pay?

A: Federal, State, and Medicare.

Q: Does a retired faculty member have priority over other part-time faculty for assignments?

A: No. Assignments for part-time teaching are up to the discretion of the department chair.

## Illinois Elected Representatives

### Illinois House of Representatives

#### David R. Leitch (R)

73<sup>rd</sup> District (Peoria, Woodford, Marshall)

Springfield Office:

220 Capital Building  
Springfield, IL 62706  
(217) 782-8108  
(217) 557-3047 (fax)  
davidleitch@ameritech.net

District Office:

64 South Prairie Street # 5  
Peoria, IL 61604  
(309) 685-3900  
(309) 685-3936 (fax)

#### Donald L. Moffit (R)

74<sup>th</sup> District (Bureau, Stark)

Springfield Office:

223-N Stratton Office Building  
Springfield, IL 62706  
(217) 782-8032  
(217) 557-0179 (fax)  
moffitt@grics.net

District Office:

#5 Weinburg Arcade  
Galesburg, IL 61401  
(309) 343-8000  
(309) 343-2683 (fax)

#### Bill Mitchell (R)

87<sup>th</sup> District

Springfield Office:

240-W Stratton Office Building  
Springfield, IL 61706  
(217) 782-8163  
(217) 557-1139 (fax)  
repmitchell@earthlink.net

District Office:

332 W. Marion, Suite N-1  
Forsyth, IL 62535  
(217) 876-1968  
(217) 876-1973 (fax)

#### Michael K. Smith (D)

91<sup>st</sup> District (Tazewell, Peoria)

Springfield Office:

253-S Stratton Office Building  
Springfield, IL 62706  
(217) 782-8152  
(217) 557-4415 (fax)  
repmikesmith@gmail.com

District Office:

45 East Side Square, Suite 301  
Canton, IL 61520  
(217) 647-7479  
(217) 647-7482 (fax)

#### Jehan Gordon (D)

92<sup>nd</sup> District (Peoria)

Springfield Office:

282-S Stratton Office Building  
Springfield, IL 62706  
(217) 782-3136  
(217) 782-1275 (fax)  
repjehangordon@gmail.com

District Office:

300 E. War Memorial Drive  
Peoria, IL 61606  
(309) 681-1992  
(309) 681-8572 (fax)

**Richard P. Meyers (R)**  
**94<sup>th</sup> District (Mason)**

Springfield Office:

200-7N Stratton Office Building  
Springfield, IL 62706  
(217) 782-0416  
(217) 782-5257 (fax)  
No email address available

District Office:

331 N. Lafayette Street  
Macomb, IL 61455  
(309) 836-2707  
(309) 836-2231 (fax)

**Keith Sommer (R)**  
**106<sup>th</sup> District (Woodford, Tazewell, McLean,  
Livingston)**

Springfield Office:

216-N Stratton Office Building  
Springfield, IL 62706  
(217) 782-0221  
(217) 557-1098 (fax)  
sommer@mtco.com

District Office:

121 West Jefferson  
Morton, IL 61550  
(309) 263-9242  
(309) 263-8187 (fax)

**Illinois State Senators**

**Dale Reisinger (R)**  
**37<sup>th</sup> District (Bureau, Stark, Marshall, Woodford,  
Peoria)**

Springfield Office:

M103F Capital Building  
Springfield, IL 62706  
(217) 782-1942  
(217) 557-1631 (fax)  
No email address available

District Office:

5415 N. University, Suite 105  
Peoria, IL 61614  
(309)693-4921  
(309) 693-4923 (fax)

**David Koehler (D)**  
**46<sup>th</sup> District (**

Springfield Office:

311 B Capital Building  
Springfield, IL 62706  
(217) 782-8250  
(217) 782-3213 (fax)  
No email address available

District Office:

13 South Capital Street  
Pekin, IL 61554  
(309) 346-4646  
(309) 346-4650 (fax)

**Governor**

<b>Patrick Quinn (D)</b>	
<p>Springfield Office:</p> <p>207 State House Springfield, IL 62706 (217) 782-6830 (888) 261-3336 [TTY] (217) 524-4049 (fax) To email governor, go to: <a href="http://www.illinois.gov/gov/contactthegovernor.cfm">http://www.illinois.gov/gov/contactthegovernor.cfm</a></p>	<p>Chicago Office:</p> <p>James R. Thompson Center 100 W Randolph 16-100 Chicago, IL 60601 (312) 814-2121 (312) 814-6775 (fax)</p>

**Federal Elected Representatives**

**US House of Representatives**

**Aaron Schock (R)**  
**18<sup>th</sup> Congressional District**

Washington, D. Office:

509 Cannon Office Building  
Washington, DC  
(202) 225-6201  
(202) 225-9249 (fax)  
<http://schock.house.gov/contact/index.shtml>

District Office:

100 NE Monroe, Room 100  
Peoria, IL 61602  
(309) 671-7027  
(309) 671-7309 (fax)

**US Senate**

Roland Burris (D)

Washington, DC Office:

523 Dirksen Senate Office Building  
Washington, DC 20510  
(202) 224-2854  
(202) 228-3333 (fax)  
<http://burris.senate.gov/>

Chicago Office:

Kluczynski Federal Building  
230 South Dearborn  
Chicago, IL 60604  
(312) 886-3506  
(312) 886-3514 (fax)

Springfield Office:

607 East Adams, Suite 1520  
Springfield, IL 62701  
(217) 492-5089  
(217) 492-5099 (fax)

Moline Office:

52<sup>Nd</sup> Avenue  
Moline Illinois  
(217) 492-5089  
(309) 736-1233 (fax)

**Senator Richard Durbin (D)**

Washington, DC Office:

309 Hart Senate Building  
Washington, DC 20510  
(202) 224-2152  
(202) 228-0400 (fax)

Chicago Office:

230 S. Dearborn, Suite 3892  
Chicago, IL 60604  
(312) 353-4952  
(312) 353-0150 (fax)

[www.durbin.senate.gov](http://www.durbin.senate.gov)

Springfield Office:

525 South 8th St  
Springfield, IL 62703  
(217) 492-4062  
(217) 492-4382 [fax]

Marion Office:

701 N Court St  
Marion, IL 62959  
(618) 998-8812  
(618) 997-0176 [fax]

## **State Universities Retirement System**

The State Universities Retirement System (SURS) is the agency responsible for investing your retirement contributions (portable and traditional plans) and administering and distributing retirees', survivors', and disability recipients' benefits. The SURS web site (<http://surs.org>) has a great deal of information useful to both active employees and annuitants. A sampling of the information available includes:

- SURS Board Members and Administrative Staff
- Minutes of SURS Meetings
- A list of employers that participate in SURS
- SURS Members' Advisory Committee (SURMAC)
- Funding history
- An annuity estimator for active employees
- An annuity payment history for annuitants, month-by-month over the years
- Explanation of benefits available for the traditional, portable, and self-managed plans
- Information on survivor's benefits
- Health insurance options for annuitants
- Frequently asked question (FAQ) pages for most topics
- A means of contacting SURS staff via email with questions you may have

One of the very enlightening items on the SURS web site is the *SURS Facts* booklet. While the booklet is aimed at an audience of legislators, the information is quite interesting for SURS participants, as well. The SURS Mission, investment history and performance, retirement plan descriptions, funding history of state contributions, average monthly annuity payment for retirees, actuarial projections, and assets and expenses are some of the topics covered. Click on the "About SURS" tab on the home page to find a link to this publication.

Below is some basic information about SURS taken from the "About SURS" web page.

### **About SURS**

#### **Historically**

In 1941, a four-year study concluded with the formation of the University Retirement System. The act provided "for the creation, maintenance, and administration of a Retirement System for the benefit of the staff members and employees of the University of Illinois and certain other state educational and scientific agencies." Ruth Ellen Kunkel was the System's first employee and administrator.

In 1942, the System had 3,760 participants and added two additional staff members. In the following years, the University Retirement System grew to include other universities, colleges, and affiliated agencies throughout the state of Illinois.

In 1963, the System adopted its current name, State Universities Retirement System (SURS).

#### **Currently**

Today SURS serves over 70 employers in Illinois including state universities, community colleges, and state agencies. It employs more than 100 people in offices in Champaign and Chicago and provides benefit services to over 180,000 members throughout the world.

#### **Law Changes**

SURS was created by the Governor of Illinois and the General Assembly in 1941. Consistent with that, changes to the existing benefit program must be enacted through legislation. An example of legislative action can be found in the passage of the funding bill. Law changes will continually impact the number of agencies we serve, the benefits we provide, how benefits are provided, and how we are funded.

## **Our Mission**

The mission of the State Universities Retirement System (SURS) is to: (1) provide for SURS annuitants, participants, and their employers, in accordance with State law, the best and most cost-effective benefit administration services in the United States; (2) manage and invest the fund's assets prudently; and (3) endeavor to achieve and maintain a financially sound retirement system.

## **Funding History**

Prior to 1989, §15-155 provided that the employer contribution should be "sufficient to meet the requirements of this Article in accordance with actuarial determinations." Learn more about the laws that have determined how SURS is funded by reviewing the *SURS Funding History* booklet (<http://surs.org/pdfs/FuHist.pdf>).

## **SURS Survivor Benefits**

There may be a day when you find yourself a surviving spouse of a SURS annuitant. At such a sad and troubled time it may be difficult for one to negotiate the process of obtaining your survivor's benefits from SURS. Below is information excerpted from the SURS website that can help someone who suddenly finds themselves a surviving spouse or beneficiary and also lists what a retiree should do today to make sure SURS already has the documents needed to make the process go as easily as possible. There is much more information on the SURS website for survivors. If you need help getting the process started, call 800-ASK-SURS (800-275-7877). Your ICCRA chapter officers stand ready to help you, if needed, as well.

### **Survivor Benefit Information**

When a loved one is lost, it is a very difficult time for a spouse to have to make decisions, gather documents, and complete forms. This information has been prepared to help spouses, family, and friends when the death of a SURS member occurs. Remember, SURS representatives are available Monday-Friday from 8:00-4:30 to provide assistance by phone or in person at the SURS office. Although it is not required, SURS does encourage appointments so that we can ensure someone will be available to assist you.

Since all of our retirees receive an annuity from SURS, only SURS will be used throughout the report. It is important to know, however, that if one has a reciprocal annuity with any of the other state retirement systems, i.e. STRS or SERS, the same information required by SURS must also be provided to the other retirement offices.

As soon as possible, report the death of the retiree to SURS. Notification may be made by calling SURS at 1-800-275-7877 or (217) 378-8800 in the Champaign-Urbana area. A [letter, fax, or email](#) is also acceptable. SURS will require the following information at the time the report is made:

- A. Date of death.
- B. Survivor's name, address, phone number, birth date, and member ID.

An initial lump sum payment of \$1,000 is sent to the eligible survivor within a week of SURS receiving the above information. If a reciprocal annuity applies with STRS or SERS, each retirement office will pay a share of the \$1,000.

Within a few days of reporting the death of the retiree, the survivor will receive a "Quote Letter" in the mail. This letter explains the benefits that are payable and also includes the forms necessary to apply for benefits. Typically, there are different options available to them, and different forms that go with each of the options. Assistance is available by calling SURS.

### **WHAT SHOULD ALL RETIREES DO TODAY?**

#### ***Make sure the following documents are on file with SURS***

- A. Updated beneficiary form, complete with current addresses of all beneficiaries.
- B. Copy of survivor's birth certificate.
- C. Copy of marriage certificate.
- D. Copy of divorce papers.

**Some Additional Help:**

- A. Any documents regarding a claim should have the deceased member's Social Security Number on them.
- B. A certified copy of the death certificate must be sent as soon as possible to SURS. All applicable forms must be completed, and all other documents such as birth certificates should be copies.
- C. Depending upon several formulas that may apply to individuals, survivors receive approximately 50% of the deceased retiree's annuity.
- D. If there are contributions and interest remaining in the account at the time of the annuitant's death, SURS will give the survivor an option to either take the monthly survivor benefit or the lump sum survivor benefit.
- E. If the survivor decides to take the lump sum, the following documents are needed:
  - 1. Waiver of Survivors' Insurance Benefits (mailed with the SURS quote letter).
  - 2. Application for Death Benefit (Mailed with the SURS quote letter).
  - 3. Certified Copy of the Death Certificate (obtained from the County Clerk's Office).
- F. Survivor claims are sometimes delayed for one or more of the following reasons:
  - 1. The annuity to the deceased was overpaid. SURS pays retirement annuities at the beginning of the month. Even if an annuitant should die in the middle of the month, he/she is still entitled to that month's full annuity. Any annuity payments made to the deceased at the beginning of the month following the date of death must be recovered by SURS.
  - 2. SURS is waiting for needed documents (birth certificate, marriage certificate, etc.).
  - 3. The survivor has not completed all forms (applications, W4-P tax form, bank deposit authorization form, health insurance forms, etc.).
  - 4. Information is required from another retirement system, in the event the annuitant retired under the Reciprocal Act.
- G. Although the amount of the annuity to the retiree is not affected by the death of a spouse, it is also important to notify SURS as soon as possible of the death of a spouse.

For more information on survivor refunds, go to the SURS web site (<http://surs.org>) and see the "[Survivor Refund Fact Sheet](#)" and the "[Annuitant Guide](#)." See "How to Contact SURS" in this booklet.

**How to Contact SURS**

**Hours of Operation:**

Monday, Tuesday, Wednesday, Friday: 8:00am – 4:30pm

Thursday: 9:00am – 4:30pm

*Major holidays excepted.*

**Email Address:**

Please log in to the "Member Area" on the SURS web site to submit question via e-mail.

**Phone & Fax Numbers:**

800-ASK-SURS (800-275-7877)

In the Champaign-Urbana area dial 217-378-8800.

Fax: 217-378-9800

**Mailing Address:**

SURS

P.O. Box 2710

Champaign, IL 61825-2710

**Street Address:**

State Universities Retirement System of Illinois

1901 Fox Drive

Champaign, Illinois 61820

### **Location:**

The SURS offices are located in Champaign, Illinois, quite near to Memorial Stadium and the Assembly Hall. The SURS web site has a map and driving directions to their offices. Go to <http://surs.org> and log in as a member. (If you have not used this service before, you will need to create a user name and password, and then log on.) Look for and click on the button that says, "Send a secure email to SURS."

### **State Universities Annuitants Association**

The State Universities Annuitant's Association (SUAA) is the one organization that guards your retirement benefits, whether you are an active employee, a retiree, or a surviving spouse. If you are an active employee, you may have a faculty or staff organization on your campus that looks out for your interests here and now; SUAA looks out for your future interests.

SUAA is the organization that can help you

- if you want the state legislature to fully pay its legally obligated share of funds to SURS each and every year,
- if you believe that future retirees should not have a lesser pension and fewer benefits than current retirees,
- If you think that legislators should not balance the state budget on the back of SURS retirees.

SUAA is especially important to active employees because it looks ahead to the days when you are no longer working and lobbies to make sure your retirement is not a time of financial worry. The SUAAction political action committee employs a registered lobbyist in Springfield to help the organization reach its goals for you.

SUAA dues are quite reasonable. **Dues vary from chapter to chapter, but for ICCRA members they are just \$30 per year.** If you are a retiree you can – and we encourage it – have your dues deducted directly from your SURS monthly annuity check or automatic deposit. If you are an active employee, you will have to write a check annually to SUAA. Please see the SUAA membership application in this booklet.

The following explains the mission and activities of SUAA and is taken from the SUAA website. Visit the web site at <http://suaa.org>.

### **What is SUAA?**

The State Universities Annuitants Association is a not-for-profit organization created in 1971 to advocate a strong and secure public employee pension and health benefit system. SUAA is a voluntary member association of annuitants and active employees.

### **Why SUAA?**

SUAA offers continuous tracking of benefit issues and state funding levels for the SURS pension system and the State Employee Health Insurance Plan. SUAA works with its members and government officials to enhance benefits for all annuitants and to ensure appropriate funding for those programs. SUAA is the organization that focuses solely on pension and health benefits for the public universities and community colleges employees; both active and annuitants. Find out more about why you need SUAA at <http://suaa.org>.

### **SUAA's Vision**

SUAA is an effective advocate for the 140,000 State Universities Retirement System's participants. SUAA is a recognized leader in public higher education on pension and benefit issues.

### **Who SUAA Represents**

SUAA Chapters are on every public university and community college campus. The membership includes:

- Retirees from Illinois public universities, community colleges and other SURS agencies;
- Spouses and survivors of retirees;
- Active academic professionals, administrators, faculty, and support staff;
- SURS retirees living out of the state of Illinois.

### **Membership Benefits**

At the state/national level:

- Strong advocacy in Springfield and Washington D.C. on behalf of all SUAA members.
- Coordination of the clear voice of SUAA's local chapters representing 140,000 SURS annuitants and participants.
- Communication network of newsletters, legislative bulletins, websites, workshops, and meetings.
- Opportunity to build relationships and interact with other chapters and their members.
- Information for spouses of annuitants, who indirectly receive economic benefits and later, may receive survivor's annuity and insurance.

Local chapter benefits:

- Information regarding state and local issues.
- Presentations on other timely issues.
- Guest speakers.
- Social and recreational events including special group activities.
- News of colleagues and campus events.
- Directory of chapter members.
- Community Volunteer opportunities.
- Opportunities to be involved and contribute to campus functions.
- Reports from SUAA State meetings.
- Legislative grassroots participation.

### **Eligibility**

Membership in SUAA is open to all members of the State Universities Retirement System (SURS) including the current faculty-staff, annuitants, and their spouses and survivors. Membership is held through the local chapter. You may affiliate with any existing chapter.

### **Dues**

Dues are inexpensive; see the membership application for your chapter's dues.

### **To Join**

Contact your local campus chapter, or call the SUAA State Office toll free at 888.547.8473.

### **SUAA Foundation**

SUAA Foundation is a separate research arm that provides the legislature with valuable information on pension and benefit issues. SUAA chapters can also use this knowledge to enhance programs for their local members. The SUAA Foundation, a 501(c)(3) organization, is funded by member's charitable contributions, which are tax deductible. The foundation also uses these donations to help disseminate this valuable information and to provide emergency assistance to SUAA members.

### **SUAAction**

SUAA's political involvement committee provides members and chapters a multitude of ways to get involved in the political process. These opportunities include everything from grassroots campaigning to attending fundraisers. SUAAction is funded by voluntary member contributions. SUAAction is also an important arm that helps SUAA achieve its goals.

**Illinois Central College Retirees Association**  
**Change of Address/Phone/email Notification**

Please change my address and other contact information as listed below.

**SUMMER ADDRESS** (Approximate dates):

From \_\_\_\_\_ to \_\_\_\_\_

Name: \_\_\_\_\_

New Address:

Street and No. \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Mail to:

ICCRA  
C/O Alaina D. Smith  
Administrative Asst. to the VP for Administration & Finance  
Room L-431  
Illinois Central College  
One College Drive  
East Peoria, IL 61635

**WINTER ADDRESS** (Approximate dates):

From \_\_\_\_\_ to \_\_\_\_\_

Name: \_\_\_\_\_

New Address:

Street and No. \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Mail to:

ICCRA  
C/O Alaina D. Smith  
Administrative Asst. to the VP for Administration & Finance  
Room L-431  
Illinois Central College  
One College Drive  
East Peoria, IL 61635