Additional UESP FAQs

Who is eligible?

The Plan is available to full-time Unclassified, Classified Non-Bargaining, Hourly Unclassified, and AFSCME employees who will have fifteen (15) or more years of credited service with Kent State University as of July 1, 2017. The fifteen (15) or more years of credited service need not be continuous service.

The plan is also available to all full-time employees from such groups who are eligible for full or reduced pension benefits under the Ohio Public Employees Retirement System (OPERS), as well as employees covered by the Ohio Alternative Retirement Plan (ARP) who, given age and length of service, if enrolled in OPERS, would be eligible for pension benefits thereunder.

Who is not eligible?

The plan is not available to any other employees, including part-time, temporary, or contracted employees, employees in positions supported by grant funding, those who have been laid off, terminated, or those who formally retired or resigned from service (or announced such) with notification to the university in writing prior to the adoption of this plan, including those who have been retired/resigned and have been subsequently rehired by the university. Faculty are not eligible for this program at this time.

What payout am I eligible to receive?

If you participate in the voluntary separation plan, you would receive 100 percent (one year) of your annual base salary, to a certain maximum, divided into 60 equal monthly payments to a 403(b) account.

How will I receive information?

Employees who may be eligible to participate should have received a packet of information in the mail during the week of March 6, 2017. The packet contains important forms for participating as well as an explanation of benefits and a form that specifically addresses an employee’s years of service.

If you did not receive a packet and believe you are eligible, please contact Donna Sansonetti with Human Resources at 330-672-8333.

Whom can I call with general questions?

Questions can be directed to Donna Sansonetti with Human Resources at 330-672-8333.
Whom can I call with specific questions?

Employees may schedule an individual counseling session by logging on to www.epcinternet.com and then selecting “Register” in the upper right hand corner or by calling EPC at 1-800-747-1504.

How do I apply?

The “Window Period” for eligible employee elections begins April 3, 2017 and ends May 31, 2017 (postmarked). Late elections will not be accepted. An eligible employee may elect to participate in the Plan by signing and returning all the following forms, which will be available beginning April 3rd.

- “Indication of Interest Form”
- “Release and Waiver of Claims Agreement”
- “Notice Of Enrollment”
- “Post Employment 403(b) Contract Notification Form”
- Designation of Beneficiary Form

If such documentation is not signed and returned to the plan administrator within the Window Period, then the employee’s indication of interest shall be deemed withdrawn and the eligible employee shall not be entitled to participate in this Plan.

Can I change my mind?

Yes. If all of the required documentation is signed and returned to the plan administrator within the Window Period, the eligible employee shall have seven additional days from the end of the Window Period through June 7, 2017 (postmarked), to revoke the employee’s decision to retire or separate from service. A decision to revoke an election to participate in the Plan must be made in writing and submitted to EPC within the seven-day revocation period.

If accepted, when do the monthly payments begin?

UESP benefits will begin to be deposited into a 403(b) Contract Account on a date between October 15 and October 30 following the employee's Exit Date and will be paid on or about the 15th of each month thereafter until all payments are completed. The participant can access the funds each month, within the parameters of the terms of his/her selected provider’s account agreement and applicable law.

Can I have the amount sent to an IRA of my choosing instead of a 403(b)?

No. IRA accounts may not be used for this plan. Payments will be made to the participant’s 403(b) account which will be administered by a provider selected from the university’s approved list. If a participant wishes to transfer amounts from that account, this should be discussed with a provider representative.
Will I be paid for unused sick leave?

Yes. Sick leave will be included in your UESP monthly payment. The amount of sick leave you are eligible for, according to policy 3342-6-11.1, is one-fourth of your balance up a maximum of 30 working days. All who participate in the plan will receive their sick leave as part of their incentive plan. This means that you will receive sick leave whether you resign or retire.

Will I be paid for unused vacation?

Yes. Per administrative policy 3342-6-11.17, vacation payouts will be made during the next payroll disbursement after separation from the university. All who participate in the plan will receive their balance up to up to a maximum of three (3 times) their annual accrual rate according to policy 3342-6-11.7. Please note that this payment is NOT deposited into the 403(b) Contract Account.

What happens to my health insurance (Medical, Dental, Vision and Prescriptions) after I separate?

Employees are eligible for Kent State’s health care benefits through the end of the month that separation occurs. For specific questions related to health care benefits, contact the university benefits office at 330-672-3107.

What happens to my Flex Spending Account after I separate?

Employees participating in a Flex Spending Account have 30 days from their separation date to use available funds in their Flex Spending Account. For specific questions related to Flex Spending benefits, contact the university benefits office at 330-672-3107.

What happens to my tuition fee waiver after I separate?

Per administrative policy 3342-6-09.1, retired full-time employees with at least ten years of continuous full-time service with the university are eligible if they satisfy the eligibility requirements for retirement benefits under the OPERS or the STRS defined benefit plans including employees who retired under the alternative retirement plan.

Employees who are separated for any reason other than recognized retirement must have active service of not less than 30 days within the semester their termination of employment or reduction of hours become effective to be eligible for tuition waiver for the complete semester. Any period less than 30 days will either constitute removal from classes through university exit or the full semester tuition payment must be made to the bursar’s office in order to continue classes.

For specific questions related to Tuition Waiver benefits, contact the university benefits office at 330-672-3107.
How long do I have to wait to apply to work here again?

Employees who participate in the separation plan shall be required to waive all future employment rights, property rights, all entitlement to future wage and benefits increases, and all rights to participate in any University-sponsored benefit plans (other than the right to payments under this Plan and the right to purchase continuation of health care coverage as is required under applicable federal law); and also shall agree not to apply for reemployment. In certain limited cases, the president of the university may consent to offer future employment to a plan participant.

Can I work for another state university?

Yes. This agreement only applies to employment with Kent State University.

What if I die before receiving all 60 payments?

If an Eligible Employee is entitled to benefits under the Plan, but dies before receiving all such benefits, the Eligible Employee’s beneficiary shall be entitled to a benefit in cash within 60 days of the employee’s death. For specific questions about death benefit payouts, contact EPC at 1-800-747-1504.