Summary of Benefits by Employment Category

### Academic Professional Development Fund

<table>
<thead>
<tr>
<th>Category</th>
<th>Benefits Provided</th>
</tr>
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<tbody>
<tr>
<td>9 Month Academic Year</td>
<td>None</td>
</tr>
<tr>
<td>12 Month Service</td>
<td>5% - 25% per year in APDF awards.</td>
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### Graduation

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### Tuition Waiver

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### University and Health Care

- All Civil Service employees earn vacation based on years of service. Overtime eligible employees, with 0-3 yrs earn approximately 12
- Vacation is accumulated on a per appointment year basis. The maximum accumulation of 48 vacation days may be carried over from one appointment year to the next.
- Civil Service employees may be entitled to a Tuition Waiver for courses at one of the U of I campuses.

### Graduation

- Graduation papers are required for students earning a bachelor's degree and must be submitted to the office of academic records.

### Holidays

- Graduation papers are required for students earning a bachelor's degree and must be submitted to the office of academic records.
Civil Service employees in trainee, apprentice, learner, provisional, and status appointments are eligible.

Eligible assistants are entitled to up to six
generally not applicable due to accrued leave

Bereavement Leave
Leave Without Pay
Modified Teaching
Family Medical
Parental Leave
Military Leave
Sick Leave
Benefit Faculty Specialized Faculty Academic Professionals Civil Service Graduate Assistants

Effective August 2021
Modified Teaching

In special circumstances, ordinarily for not more than one year. Leave for family reasons is defined as leave without pay for such purposes as child-rearing and care of an

Relationship existing due to marriage terminates upon the death of the relative through whom the marriage relationship exists. Current Illinois state law defines marital status.

Eligibility: 12 months service to the University (not necessary to be continuous) and at least 1000 hours of service in the last 12 months.

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Sick leave accrual may be granted for the purpose of payment of the employee's salary while on modified duties or for an employee's own or an immediate family member's illness. Sick leave must be paid at the rate of work days for each appointment year, no part of which will be cumulative, and the 13 days will be prorated for those on part-time appointments, or an appointment for less than a full appointment year.

Eligible employees are entitled to up to 12 weeks of family and medical leave at the percentage of their appointments. Leave is counted as part of the 12-week FMLA leave for... University employees and otherwise eligible, both may receive and use parental leave, but the usage must be concurrent.

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Military Leave
Compensation while on military leave for annual training, special or advanced training, and basic training shall be in... United States without pay shall be granted to an employee who enlists, volunteers for, or is inducted into such service.

Effective August 2021
Paid leave of up to five workdays due to death of a member of the employee's immediate family or household including:... Assistant's immediate family, including mother, father, child to spend more time with the child immediately after birth or adoption, except in extraordinary circumstances.

Eligible assistants are eligible for 13 non-cumulative and

Paid leave of one day due to the death of a relative outside the immediate family including mother, father, child, and other non-married relatives and other household members.

In the case of a part-time appointment, the 13 days noncumulative leave shall be prorated.

While in the military service, an assistant may continue to hold his or her appointment and be paid the portion of his or her salary attributable to his or her service, subject, at the sole discretion of the University.

Eligible assistants or employees of the University and otherwise eligible for... employee engaged in public interest work or in furthering his or her education.

Eligibility: 12 months service to the University (not necessary to be continuous) and at least 1000 hours of service in the last 12 months.

Military Leave
Compensation while in military leave for annual training, special or advanced training, and basic training shall be in accordance with the Black Military Leave of Absence Act. The leave is an employee to collect for every day, the employee shall receive base pay for up to forty consecutive days.

Family Medical Leave
Eligible employees are entitled to up to 12 weeks of family and medical leave at the percentage of their appointments. Leave is counted as part of the 12-week FMLA leave for... University employees and otherwise eligible, both may receive and use parental leave, but the usage must be concurrent.

Eligibility: 12 months service to the University (not necessary to be continuous) and at least 1000 hours of service in the last 12 months.

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<td>Health Insurance</td>
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### Health Insurance

The University provides health, dental, and life insurance to staff members who are SURS eligible and on appointments. Benefits may be extended to spouses and dependents at the employee’s expense. The Benefits office is available to assist with any concerns. The University is responsible for insurance costs. Benefits are not available to external service providers. For more information, please contact the Benefits office.

### Sabbatical Leave

A tenured tenure-track faculty member who has served the University full-time in a professorial rank since his or her original appointment or since the termination of his or her last leave on salary may be granted sabbatical leave at full or partial pay for any part of an appointment year, depending upon length of service and type of appointment (i.e., 9- or 12-month). Visiting and part-time faculty are not eligible for sabbatical leave.

### Relocation Assistance

Full-time, non-visiting academic professionals released from their positions due to lack of funds or programmatic reasons may receive relocation assistance. Employees stationed at less than full-time may receive assistance.

### SURS Eligibility

A student is not eligible to participate in the Retirement System if he or she is enrolled in and regularly attending classes in a college or university that appoints him or her on a temporary basis at less than full-time. New employees must become participants in the State Universities Retirement System (SURS) immediately upon employment if they are employed at least 50% for at least four months, except those employees who are SURS exempt or who hold an F-1 or J-1 visa and have not previously declared a “resident alien” for tax purposes. At the time an F-1 or J-1 visa holder becomes classified as a “resident alien,” they will become a participant in SURS if their appointment is 5% or greater and for three or more continuous months from the date they are declared a “resident alien.” Employees who are not eligible to participate in SURS are not required to contribute to Social Security and Medicare. There is an option available for those employees not eligible to participate in the Retirement System to have Social Security taxes deducted from their earnings.

### Social Security

Social Security taxes are deducted from the employee’s earnings. Employees who are not eligible to participate in SURS still have Social Security taxes deducted from their earnings. Employees who are not eligible to participate in SURS have the option to participate in the State of Illinois Deferred Compensation plan at a 7.5% contribution rate in lieu of Social Security taxes.
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Updated 1.13.22