

# **Troubleshooting Tips**

- Make sure your speakers are on & your volume is up
- Click off computer audio for a few seconds then click back on
- Exit and re-enter the webinar (use same link)
- Change your audio option (call in rather than listen by computer/device)

Can't hear?



- Exit and re-enter the webinar (use same link)
- Listen in by phone by calling the phone number in your reminder email; you will not be able to see the presentation until your connection is restored

Your connection fails

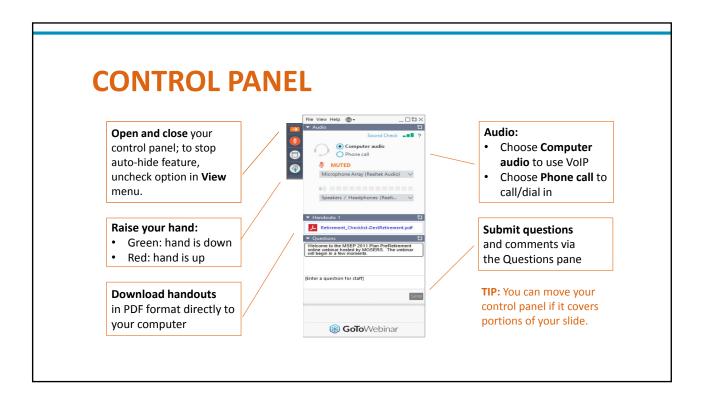


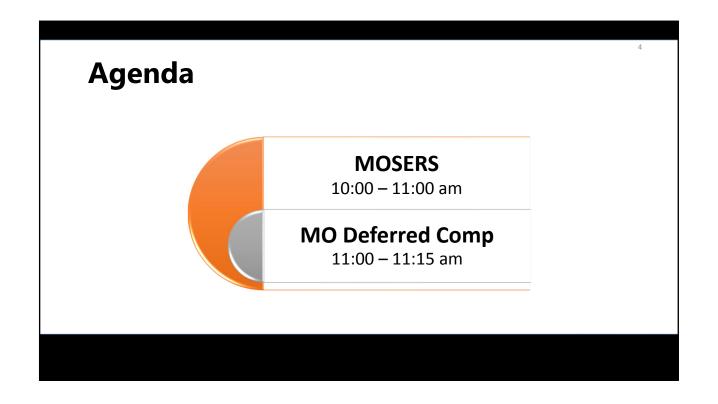
- Wait a few minutes, then re-join via the link in your reminder email
- Stand by while we try to resolve the issue
- If we are unable to fix the issue, we will end the session and send a followup email as soon as possible

MOSERS connection fails

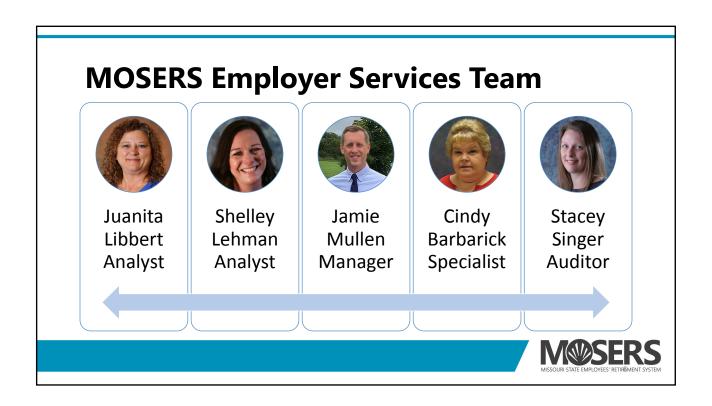


Still having issues? Use the Questions Pane to send us a message.









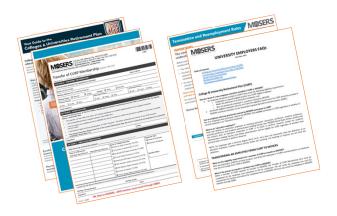
# **MOSERS & University Employers**

### **GOALS:**

- Learn about the College & University Retirement Plan (CURP), including eligibility requirements and transfers to MOSERS.
- Learn about employees working in more than one position.
- Learn about termination and reemployment rules.
- Learn what is considered retirement eligible pay.



### **Today's Resources**



### **Handouts Pane**

- Employer Training Webinar slides
- CURP Handouts
  - Your Guide to the CURP Plan
  - Transferring from CURP to MOSERS
  - Transfer of CURP Membership form
- Termination and Reemployment Rules
- University Employers FAQs
- MO Deferred Comp



**College University Retirement Plan (CURP)** 





### What is CURP?

The Colleges & Universities Retirement Plan (CURP) is a defined contribution plan administered by MOSERS for education employees at regional universities. Retirement income from the plan is dependent upon the employee's plan account balance at retirement. The employee's plan account balance is built from mandatory contributions to the plan and the investment returns generated from employeeselected investment options.

www.mosers.org/members/curp



**CURP-Eligible Employers** 

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CURP is not available to technical or vocational school/college employees.



Should you enroll your employee in CURP or MOSERS?



Step 1

Determine if the employee will be working in a MOSERS benefit-eligible position.

www.mosers.org/employers/employer-resources/benefit-eligibility



# **Benefit-Eligible Position**

- **Employees** who work in positions normally requiring at least 1,040 hours a year are eligible for benefits from MOSERS.
- **Number of hours** required by a position should be based on the number of hours expected during the normal course of business over a one-year period (regardless if the position is intended to be temporary or permanent).
- Employer determines benefit eligibility of a position at the time the employee is hired.



Step 2

Determine if the employee is an "education employee."

An employee with a **terminal degree (Ph.D, Ed.D., etc.)** does not necessarily meet the definition of an education employee. **Coaches** whose primary duties are coaching, not teaching or research, do not meet the definition.



www.mosers.org/members/pension/curp



# **Education Employee**

- **State law** defines an education employee as teaching personnel, instructors, professors, assistant professors, associate professors, and academic administrators holding faculty rank.
- MOSERS Board Rules further clarifies that the primary duty of education employees in CURP is to teach or perform research, except for academic administrators holding faculty rank (these administrators will be eligible for CURP regardless of whether their primary duty is to teach or perform research).
- **Employer determines** if employee is in a CURP eligible position at the time the employee is hired.

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MISSOURI STATE EMPLOYEES' RETIREMENT SYSTEM

Step 3

**Determine** if the employee was previously covered under MOSERS.

www.mosers.org/about/mosers-covered-employers



**Education Employee** 

If employee was previously covered by MOSERS, they can **NOT** participate in CURP, regardless of whether or not the employee is an "education employee".



# **Check for MOSERS Service History**

- 1. Log in with **Employer Login**
- Enter Employee's SSN (verify Member Homepage)
- Access Member Data dropdown to view MOSERS Service Credit History.





# **REVIEW: CURP Eligibility**

- Employee is employed in a MOSERS benefit-eligible position at a CURP-eligible employer
- Employee meets the definition of an education employee
- Employee was NOT previously employed in a position covered by MOSERS



# **Next Steps – Enrollment**

If the employee is	Then enroll in
Eligible for CURP	<b>□</b> □TIAA
NOT eligible for CURP	MOSERS MODULE STATE RANGUES RETREASED STATES SEEDES SEEDES TREASED TO THE STATES AND THE STATES

www.sebes.mo.gov



# **Enrolling in CURP**

An employee eligible for CURP must be enrolled in CURP (TIAA) on the first day after they begin employment at your institution

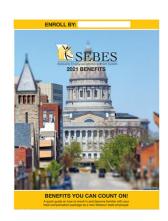
- Employer contribution 6%
- Employee contribution 2% (if hired after July 1, 2018)
- Employee will continue participating in CURP until they cease to be an eligible employee, the plan is terminated, or they elect to become a member of MOSERS



**Enrolling in MOSERS** 

An employee who does **NOT meet the** eligibility requirement for CURP should be enrolled in MOSERS for their retirement benefits via the Statewide Employee Benefit Enrollment System (SEBES) within 31 days of their hire date.

All other employee benefits from the university require separate enrollment via the university system/policies (ie life insurance, LTD, health insurance, etc.)





www.sebes.mo.gov



# **Transferring from CURP to MOSERS**

After participating in CURP for at least 6 years and employed in a CURP covered position, an employee may transfer to MOSERS

- Immediately become a vested member of MSEP 2011
- MOSERS pension benefit calculated with MOSERS service only (will not include service while participating in CURP)
- Employee forfeits all rights to future participation in CURP (can't transfer back to CURP); however, continues to own and control CURP account with TIAA.



# **Comparison - Highlights**

Provision	MOSERS - MSEP 2011	CURP
Plan/administrator	Defined Benefit/MOSERS	Defined Contribution/TIAA
Plan eligibility	Employed in MOSERS benefit-eligible position	Meet definition of education employee; employed in benefit- eligible position at university
Vested	Immediately VESTED upon transfer	Immediately eligible for benefits
Portability	Only from one MOSERS-covered employer to another	Fully portable
Termination	Eligible to receive pension benefit for your lifetime	Entitled to your entire account balance
Unused sick leave	Every 168 hrs of unused sick leave adds 1 month credited service to your formula	No impact on your benefits under CURP
Leaves	May qualify for creditable service	Contributions based on salary received during leave
Retirement Eligibility	Normal - Age 67 OR Rule of 90 Early – Age 62 if actively employed	At any time (be mindful of penalties prior to age 59 ½ and RMD once attain age 72)
COLA	Yearly; 80% of CPI-U; between 0-5%	No COLAS

# **Comparison – Details**

COMPARISON OF THE MSEP 2011 AND CURP BENEFIT PROVISIONS

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COMPARISON OF THE MSEP 2011 AND CURP BENEFIT PROVISIONS

- Developed the MSEP 2011 AND CURP BENEFIT PROVISIONS

- Provision of the MSEP 2011 AND CURP BENEFIT PROVISIONS

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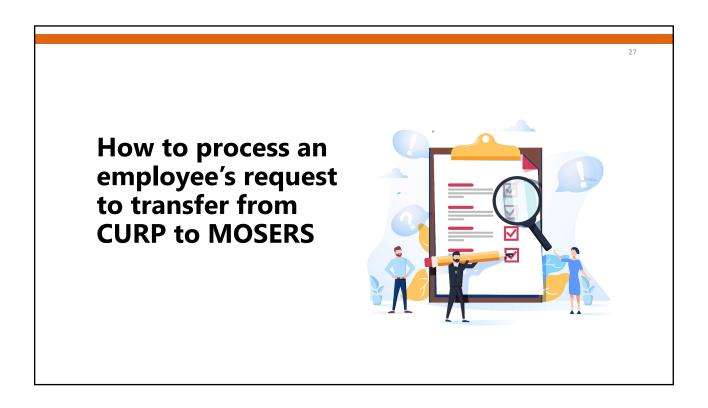
- MSEP 2011 AND CURP BENEFIT PROVISIONS

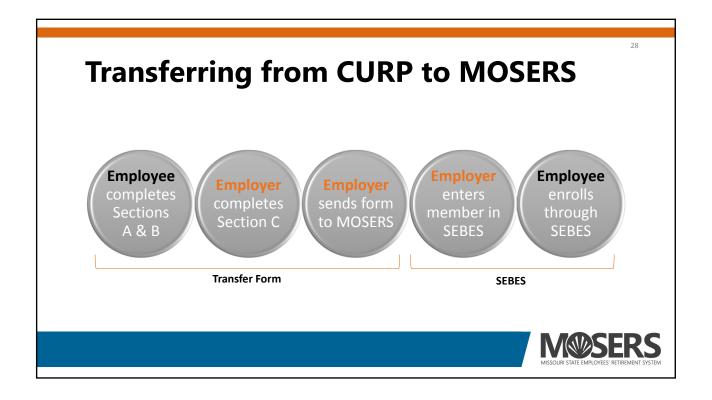
- Provision MSEP 2011 AND CURP BENEFIT PROVISIONS

- STATE AND

Benefit Provisions	MOSERS Defined Benefit Plan (MSEP 2011)	College and University Retirement Plan (CURP)	
Leaves of Absence	Leaves of absence due to illness or injury up to 12 months may qualify for creditable service.     Leaves of absence for military service may also qualify for creditable service.	<ul> <li>Contributions to the CURP will be based on the salary received during the period of the leave of absence.</li> </ul>	
Retirement Eligibility	Normal formeducacity     Age 67     "Rule of 90" - at least age 55 with the sum of your age and service equaling 90 or more     Early ineduced; retrement available at age 62     if actively employed	to age 59%. You must begin to receive bene	
Benefit Payment Options	Use Income Annuity     Joint & 50% Survivor     Joint & 100% Survivor     Use Income with 120 Guaranteed Payments     Use Income with 180 Guaranteed Payments	Single Life Annuity     Two-Thinds Benefit to Survivor Annuity     Two-Thinds Benefit to Survivor Annuity     Hall Benefit to Second Annuitant Annuity     Minimum Distribution Option     Cash Withdrawals     Fined Period Annuities	
Retirement Beneficiary Designation Changing After Retirement	<ul> <li>As retrement, you will elect a benefit payment option, which determines if anyone size to potentially receive a benefit after your death. If married, you must elect a joint &amp; survivor option unless your popuse waives their benefit. You spouse is automatically the beneficiary. If you elect one of the file income will payamente payments options, you may change your beneficiary designation at any time.</li> </ul>	<ul> <li>Beneficiaries can be changed at any time. However, if the spoons is designated as the beneficiary and will receive less than 50% of the benefit, then he or she must approve the change in writing.</li> </ul>	
Survivor Benefits Prior to Retirement - Not Service Related	Survivor benefits based on the Joint & 100% Survivor option are available to the spouse of a vested member who dies prior to retirement. If there is no eligible spouse, benefits will be paid to any child(ren) under the age of 21.	Benefits to survivors are based on your account balance upon death.	
Survivor Benefits Prior to Retirement - Service Related	<ul> <li>Your eligible surviving spouse or child/ren) will receive an ongoing benefit equal to at least 50% of your final average pay.</li> </ul>	Benefits to survivors are based on your account balance upon death.	
Survivor Benefits - After Retirement	<ul> <li>Benefits to survivor are based on the benefit payment option elected at retirement.</li> </ul>	Benefits to survivors are based on the benefit payment option elected at retirement.	
Cost-of-Living Adjustment (COLA)	You will receive a COLA each year for the rest of your life based on 80% of the percentage increase in the average Consumer Price Index (CPI) from one year to the next. The annual COLA rate cannot be less than 0% or exceed 5%.	There are no cost-of-living adjustments to your retirement benefits.	
Disability	If approved for long-term disability, you could continue to accrue service and salary credit until you reach eligibility for normal retirement.	No additional retirement benefit under CURP.	

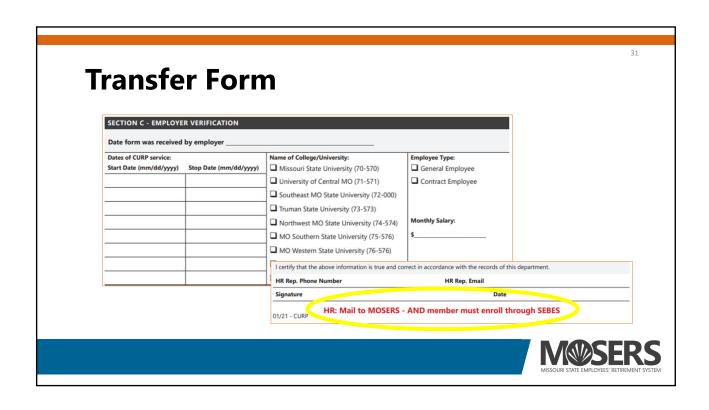
Found online in the *Transferring from CURP to MOSERS* brochure

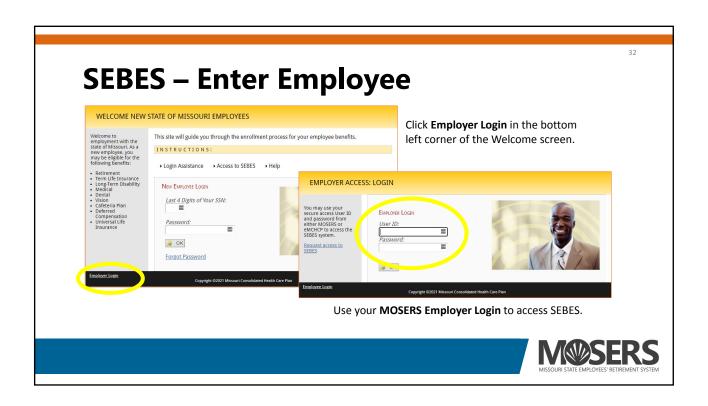


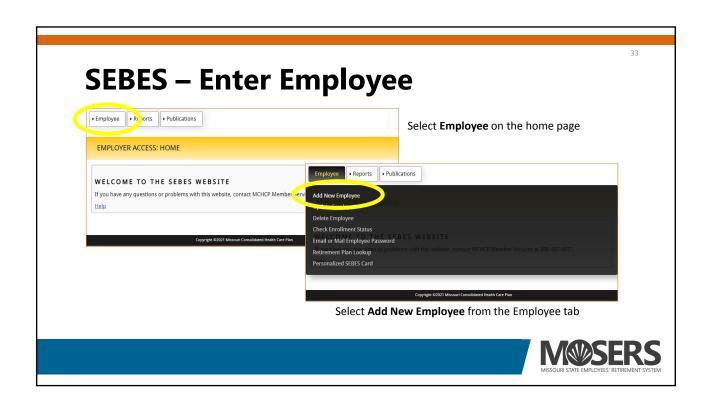


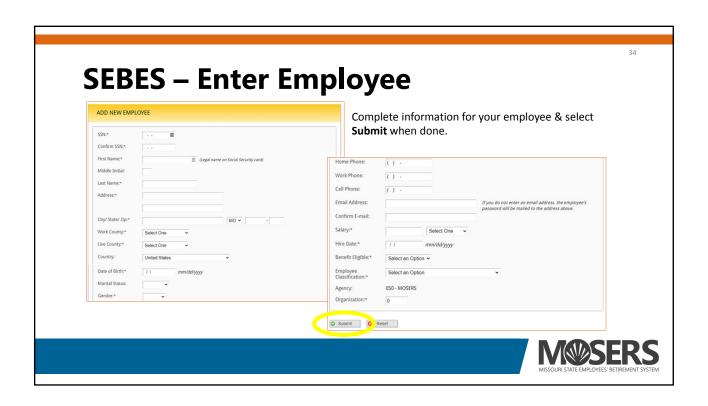
Transfer of CURP Me	•	
Please print. • See previous page for ins SECTION A - PERSONAL INFORMATION		
Social Security Number/Tax Identification	on Number	Date of Birth
Name (last/first/middle)		
Mailing Address (PO or street/city/state/zip	)	
Marital Status    Married	gle <b>Gender </b> Male  Fem	ale
Primary Phone	Alternate Phone	Alternate Phone
		☐ Cell ☐ Home ☐ Work

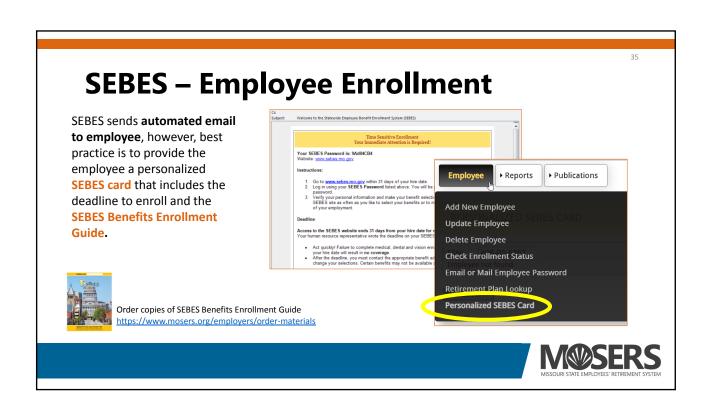
# Transfer Form SECTION B - PLAN ELECTION Pursuant to the provision of 104.1215, RSMo, I hereby elect to transfer membership from the CURP to the MSEP 2011. By signing below, I understand that: 1 This election can be made only while I am actively employed in a benefit-eligible position by an eligible institution 1 will immediately become a vested member of the MSEP 2011. 1 I will not receive any credited service in MOSERS for service rendered in CURP (no provisions available to purchase or transfer service credit). 1 I will forfeit all rights to future participation in CURP. However, I will retain ownership and control of my CURP account. This election becomes effective the first of the month following the date this form is received by my employer (or as specified in MOSERS' Board Rule 7-2). Signature Date

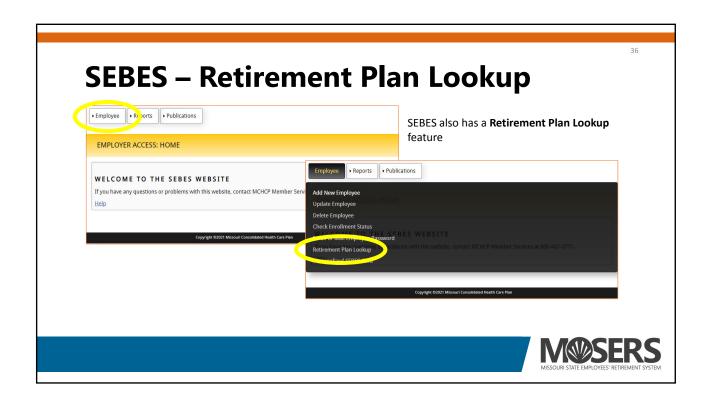


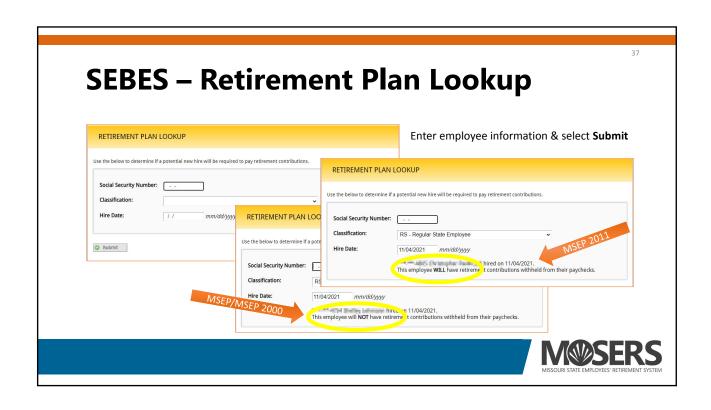


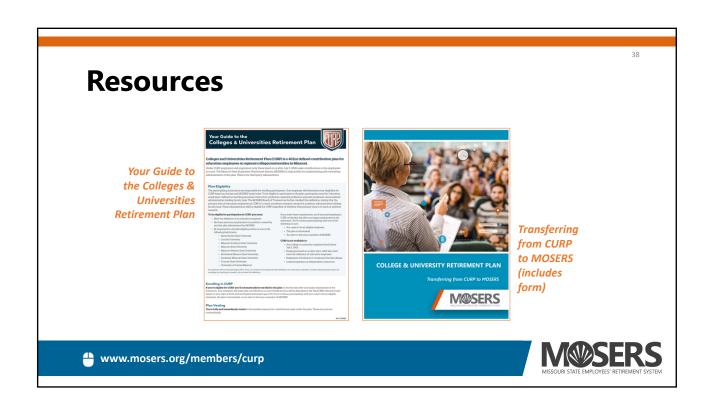












Part-time Employees (not benefit-eligible)





**Hiring a Part-time Employee** 

When hiring a part-time employee (not MOSERS benefit-eligible), it is important to determine if the employee is already actively covered under MOSERS.

 If the employee will be working simultaneously in a MOSERS benefit-eligible position at another MOSERS-covered agency, retirement contributions must be collected from the part-time position.

**Life insurance** and **long-term disability contributions** to MOSERS are <u>not</u> required for the part-time position.



### **Impact on Employee**

- Employee receives one day of service credit towards retirement for each day worked in a MOSERS benefit-eligible position (i.e., no "double service credit" for working in more than one position).
- Employee receives salary credit towards retirement for <u>both</u> positions.

Reminder!
MSEP 2011
employees
will be required
to pay 4%
employee
contributions.



# **Actively covered under MOSERS**

Is the employee already actively covered under MOSERS?

- Use Employer Login to view service credit history, OR
- Contact Employer Services



If yes,

### Determine employee's pension plan (use

pension plan (use Retirement Plan Lookup feature in SEBES)

 Submit employer and employee (if applicable) retirement contributions



# **Employer Contributions**

Type of Contribution Primary Job (benefit-eligible) Secondary Job (non-benefit eligible)

Retirement Yes Yes

Basic Life Yes\* No

Long-Term Disability Yes\* No

\*If life insurance and long-term disability coverage is through MOSERS.



# **Reviewing Part-time Employees**

Each month, MOSERS will request a list of **all part-time employees** (including paid graduate students) and identify those who are working in a benefit-eligible position with another MOSERS-covered agency.

If **none**, respond to email with that information.

### If you have part-time employees:

- **1. Prepare** an Excel spreadsheet with employee's:
  - a. Full name
  - b. Social Security number
- 2. **Upload** to the MOSERS secure FTP site by the 15<sup>th</sup> of each month.



**Correcting Issues** 

**MOSERS will notify you** if an employee is identified as working in multiple positions for which contributions have not been submitted

- Report wages earned during the identified period
- Submit employer and employee (if applicable) retirement contributions



# **Termination and Reemployment Rules**





**Termination and Reemployment Rules** 

An employee could lose retirement benefits if they return to work without understanding and following the reemployment rules!

Before receiving a benefit payment from MOSERS, IRS rules require a 'bona fide termination' of employee's employment.





**Termination and Reemployment Rules** 

For purposes of MOSERS Board Rules, a 'bona fide termination' occurs when:

- Employee has completely severed employment;
- Employee has not entered into a prearranged agreement (written or oral) prior to retirement, with the State of Missouri or any MOSERS-covered employer for subsequent employment on any basis (full, part-time or other); and
- Employee is not subsequently employed with the State of Missouri or any MOSERS-covered employer (full, part-time or other) within 30 days after their employment with their prior employer ended.



### **Termination and Reemployment Rules**

If employee does not have a bona fide termination, their retirement shall be deemed null and void, and:

- All further benefit payments will cease
- Employee will be required to repay all benefits received plus interest. Any amounts not repaid are subject to collection from the employee's future pension benefits.
- Employee may be subject to IRS early distribution penalty
- Must reapply to retire and have a true bona fide termination with 30 days separation of service before receiving a benefit payment



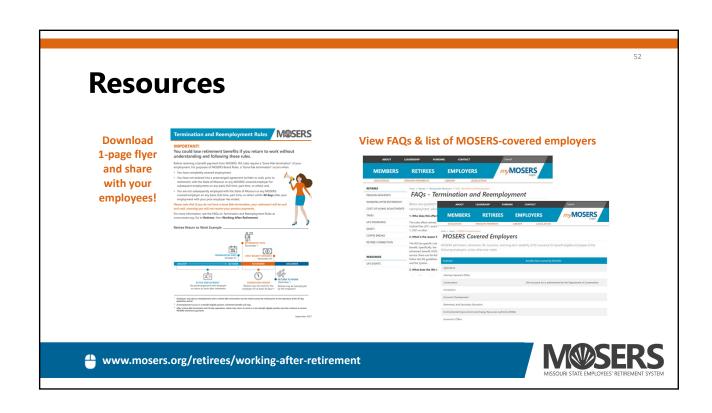
# Termination and Reemployment Rules TERMINATION DATE OCTOBER NOVEMBER ACTIVE EMPLOYMENT No prearrangement with employer to return to work after retirement benefits will stop. 1 Employers may discuss reemployment with a retiree after termination but the retiree cannot be rehired prior to the expiration of the 30-day separation period. 1 If reemployment occurs in a benefit-eligible position, retiree may return to work in a non-benefit-eligible position and also continue to receive MOSSES retirement payments.

# Reemployment

Position Type	Requires Bona Fide Termination	Impact on Pension Benefit	When Re-Retire
Benefit-eligible under MOSERS or MPERS	Yes	Suspended while working in position; if work longer than 1 year, may accrue additional pension benefit.	Will go back into same plan, same options; pension benefit will resume plus any additional benefit earned.
Not benefit-eligible	Yes	No impact	N/A
Unrelated to the state	No	No impact	N/A

MPERS = MoDOT and Patrol Employees' Retirement System







# The Importance of Pay

**Pay is a key component** to the calculation of an employee's future pension benefit.

Part of the pension benefit formula takes into account an employee's "final average pay," which is the average of an employee's highest 36 months of pay.

We rely on you, the employer, to report the pay of your covered employees to MOSERS to calculate pension benefits accurately!!



# What is Retirement Eligible Pay?

Pay includes all salary and wages for personal services performed.



\*Comp time balances should be paid out before or with an employee's final pay. A delayed comp time payout could result in an incorrect benefit estimate or first pension check. Also, comp time payouts must be allocated to the months they were earned when calculating an employee's final average pay.



# What is NOT Retirement Eligible Pay

While pay includes **all salary and wages** for personal services performed, it **EXCLUDES** the following:

- Nonrecurring single sum payments
- Payments for unused annual leave or sick leave
- Payments made after termination, unless it is for a final installment of salary or wages
- Pay in excess of IRS compensation limits (\$290,000 for 2021; \$305,000 for 2022)
- Payments for which employer contributions have not been made



# **Payments EXCLUDED from Reporting**

Examples of payments **excluded** are **allowances and reimbursements** for items such as:

- Phones
- Meals
- Uniforms
- Mileage or commuting
- Education or tuition
- Housing or moving





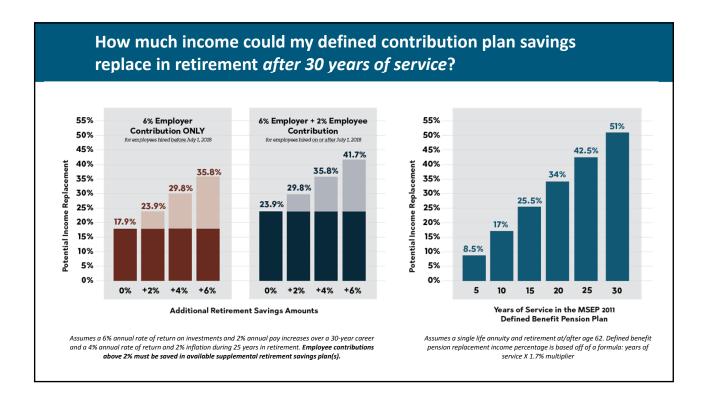
### **Agenda**

- MO Deferred Comp Overview (10 minutes)
  - + Resources
- Technical Issues & Reminders (3 minutes)
  - Update termination dates
  - Updating contributions: Card/form and run contribution reports
- Upcoming Plan Changes (2 minutes)

modeferredcomp.org | 800,392,092



Over 80% of university employees do NOT save in a retirement savings plan offered through their university.



### **MO Deferred Comp Overview**

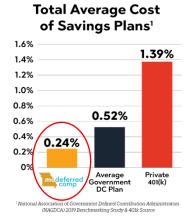
- The MO Deferred Comp Plan is the state-sponsored 457(b) retirement savings plan that allows you to save additional money for retirement.
  - Created by statute, RSMO Chapter 105
  - Not driven or administered by a vendor
- Employees initiate enrollment, accounts handled via EZ Link
- The MO Deferred Comp Plan is an actual part of the employee's benefit package



### Reasons to save with MO Deferred Comp

versus other retirement saving plans

- Faculty and staff are immediately eligible to save
- Helps employees accumulate important retirement savings that will supplement the defined benefit pension or CURP benefit in retirement
- Access to a simplified, low-cost, professionally managed investment lineup
  - 1. Missouri Stable Income Fund
  - 2. Missouri Custom Target Date Funds
  - 3. Self-Directed Brokerage (SDB) Account
- Option to save with both pre-tax and/or Roth (after-tax) contributions
- Easy to roll-over and consolidate retirement savings accounts



mcdeferred comp Retirement Savings, Simplified

modeferredcomp.org | 800.392.0925

### Reasons to save with MO Deferred Comp

versus other retirement saving plans

- Penalty-free access to your 457 savings after you leave state employment
- Flexibility to withdraw your money in any amount as needed Once separated from employment
- Free and fee-only **financial planning services**, as well as professional help and resources available before and during retirement



### Reasons to save with MO Deferred Comp

an opportunity to save more

### University employees can max out BOTH a 457(b) and 403(b) plan in the same tax year

- A unique feature only available to university faculty and staff
- Faculty and staff can contribute a combined \$41,000 in 2022.
- Many university employees still do not know about this unique opportunity

### 457(b) Plan 2022 IRS Contribution Limits\*

Maximum Annual Deferral – under age 50

\$20,500

Age 50 and Over Catch-up Provision Limit

\$6,500 (**\$27,000 total**)

Pre-Retirement Catch-up Provision Limit

\$20,500 (**\$41,000 total**)

- If you are within 3 years of normal retirement eligibility
- One-Time 3 year period
- Must file paperwork

\*These contributions to do not affect Individual Retirement Account (IRA) contributions.

mcdeferred comp

modeferredcomp.org | 800.392.0925

### **Available MO Deferred Comp Resources**

websites, videos, publications and more

### Websites

- <u>www.mo457.com</u>
- www.modeferredcomp.org

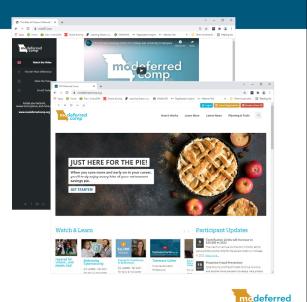
### **Publications**

https://www.modeferredcomp.org/publications.html

- Plan Overview
- Deferred Compensation Plan v. 403(b) Plan Comparison
- Roth 457 Savings Flyer

### **Annual Email Campaign**

- Sending January
- 4-Video Series to all active/eligible faculty and staff





one-on-one consultations and presentations



David Gibson 573-644-1261 David G@mosers.org





Callie Simmons 573-644-1265 CallieS@mosers.org





Tanner Gentges 573-644-1266 Tanner G@mosers.org





Tammara Carter 573-644-1262 TammaraC@mosers.org





Ronda Peterson 573-644-1264 Ronda P@mosers.org





Don Wilson 573-644-1263 DonW@mosers.org



modeferredcomp.org | 800.392.0925



### **EZ Link Processing Reminders**

- Update termination dates and mailing addresses within EZ Link
  - · Improves participant withdrawal process and future communication efforts
- Run the **Deferral Changes Report** monthly!
  - Employees will make contribution changes online in their account
  - Report is ran in EZ Link
  - Helps you validate the changes a participant makes to their deferred comp account online, matches
    the data you have in your payroll system or that you have received via a payroll card.
  - If you use paper, make sure your local deferred comp education professional has your most recent contribution change form.
- Need help? Contact Sarah Mathai at MissionSquare Retirement, MO Deferred Comp's record-keeper
  - SMathai@missionsq.org
  - 202-636-6819



### **Record keeper Rebrand & Secure Login**



- New Name
  - From ICMA-RC to MissionSquare Retirement
  - · Near completion

### New Secure Log-in & Website

- Running reports, updating term dates, changing mailing address, payroll/contribution procedures, etc...
- Target is mid to late 2022
- New Mobile App
  - Target is mid to late 2022
- · Stay-tuned for more information and training

mcdeferred comp Retirement Savings, Simplified

modeferredcomp.org | 800.392.092

# Questions? Contact the MO Deferred Comp Plan www.modeferredcomp.org | 800-392-0925



David Gibson 573-644-1261 David G@mosers.org





Callie Simmons 573-644-1265 CallieS@mosers.org





Tanner Gentges 573-644-1266 Tanner G@mosers.org





Tammara Carter 573-644-1262 Tammara C@mosers.org





Ronda Peterson 573-644-1264 RondaP@mosers.org





Don Wilson 573-644-1263 DonW@mosers.org





# **University Newsletters**

Does your university have a periodic internal newsletter?

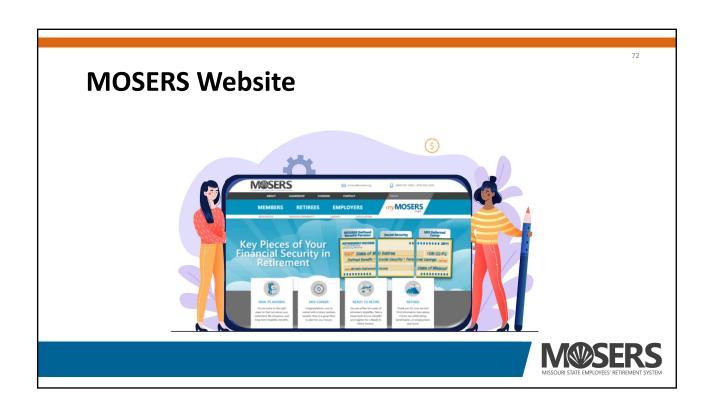
We are always looking for ways to get benefit information to our members.

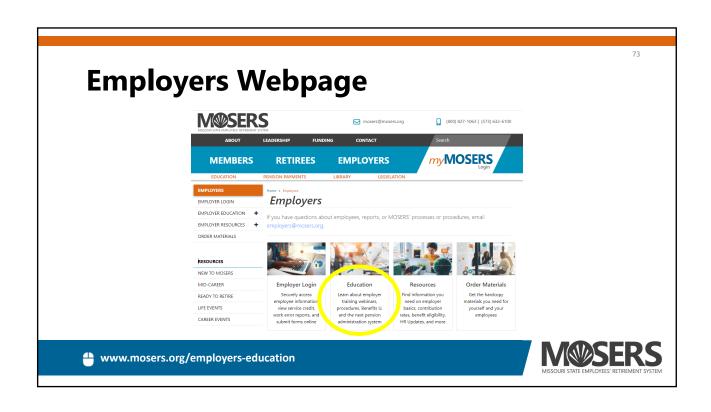
If your university has a newsletter, we would be happy to provide you with content regarding MOSERS benefits.

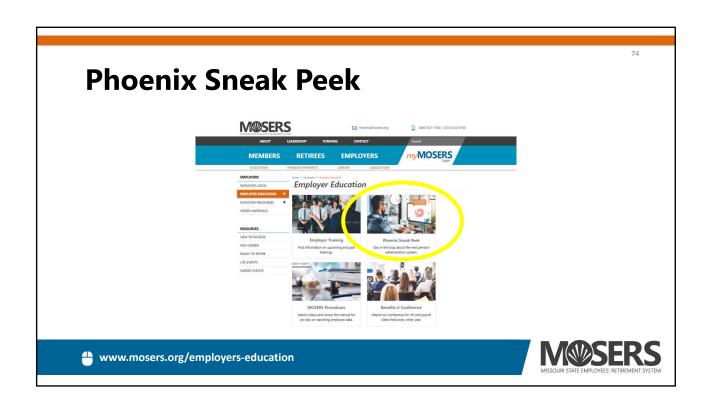
Download the slide handout to access this brief survey to participate.

Thank you!









# **Test Your Knowledge!**

To help you even more, we have created a **fun quiz** about today's content!

Download the slide handout to access the link.



https://www.surveymonkey.com/r/53HDXBW



### **Questions?**



**BY EMAIL** 

Employers@mosers.org



**EMPLOYERS WEBPAGE** 

mosers.org/employers



**BY PHONE** 

(800) 827-1063 (573) 632-6100

SECURITY TIP – do not use an employee's SSN in your email communications to MOSERS.



THE WEBINAR HAS ENDED

Thank you for attending, please provide your feedback in the evaluation survey.

**THANK YOU!**