



University of NORTH ALABAMA

Email Announcement

Pending final approval by the Board of Trustees, UNA is offering a one-time Special Voluntary Retirement Incentive program (SVRI) to eligible University employees who voluntarily retire from service on May 31, 2015. The SVRI is being offered to help the University reduce salary and wage benefit costs and to capture the bulk of these savings during fiscal years 2015 and 2016. Following voluntary separation and retirement from UNA, SVRI participants will receive a lump-sum incentive payment, in addition to all other benefits afforded to University retirees.

SVRI applications will be accepted for a limited period of time, starting November 3, 2014 and ending at noon on Friday, December 12, 2014. For those choosing to participate in the program, their last day of employment at UNA would be May 31, 2015 with an effective retirement date of June 1, 2015.

A number of resources will be available over the next few weeks to provide additional details about the SVRI program. Please visit the dedicated SVRI website located at (<http://www.una.edu/humanresources/special-voluntary-retirement-incentive.html>) or you may contact Catherine White in the Office of Human Resources (ext. 4291) for more information including detailed plan information and forms needed to participate in the program. Also, an email address has been created specifically for SVRI communication, announcements, questions, etc. (svri@una.edu).

INFORMATION SESSIONS - In addition, there will be two information sessions held in the Stone Lodge (upstairs), designed to allow for employees that may have an interest in participating to ask questions of the Human Resources staff as well as the Business and Financial Affairs office.

- Session 1 – Wednesday, November 19 at 9:30am
- Session 2 – Wednesday, November 19 at 3:30pm

This program is being announced to all employees. However, employees who have been determined as eligible (based on TRS retirement eligibility guidelines as of May 31, 2015) will be contacted individually via email this week. If you believe you meet eligibility guidelines and are not contacted individually this week, please contact Catherine White in the Office of Human Resources (ext. 4291) or you may email svri@una.edu.

**** Please see the SVRI Program Summary document attached for additional details including a detailed program description, application information, eligibility requirements, terms and conditions and additional considerations. ****

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