

# WESTERN NEBRASKA COMMUNITY COLLEGE

## Western Community College Area Board of Governors' Policy

**TITLE:** Employee Retirement Eligibility

**DIVISION:** Human Resources

**CATEGORY:** Personnel

**REFERENCE:** Age Discrimination in Employment Act of 1967;  
Nebraska State Statutes: §48-1001 - §48-1004

**NUMBER:** BP-419

**APPROVAL/DATE:** F. Lynne Klemke, President, WCCA Board of Governors  
Date: April 17, 2019

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### **Purpose**

This policy establishes the requirements an employee must meet to be eligible for retirement benefits.

### **Scope**

This policy pertains to all Western Nebraska Community College employees. The College is committed to adhere to the provisions in the Age Discrimination in Employment Act.

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### **Policy**

The Board shall make available a retirement plan for all employees that regularly work twenty (20) or more hours per week. Faculty, administrative and professional employees, and support staff are included in this plan. Employees must contribute the minimum current percent of his/her salary, which is matched by an equal contribution by the Board. All full-time employees (faculty, administrative, professional, support staff), regardless of age, must participate in the plan.

### **Definitions**

*Full-time Employee:* An employee (administrative, professional, support staff) that works 39 hours per week. Full-time faculty includes all faculty on 175 and 220-day contracts and librarians on 228-day contracts.

### **Applicability**

This policy applies to all WNCC employees.

**Revising this Policy**

This Board Policy supersedes any prior WNCC policy, procedure, guideline or handbook on this subject matter.

If statutory provisions, regulatory guidance, or court interpretations change or conflict with this Board Policy, the Board retains the right to revise accordingly and for the changes to take effect immediately.

**Adoption Date and Board of Governors' Minutes Item Number:** June 30, 1977

**Revision Date and Board of Governors' Minutes Item Number:** April 17, 2019 Item I(1)(a)

**Prior Policy Number:**

**Schedule for Review:**

**Divisions/Department Responsible for Review and Update:**

**Sponsoring Division/Department:** Human Resources

**Repeal Date and Board of Governors' Minutes Item Number:**

Item I (1)(b)(c)(d)(e) April 17, 2019

(b) 420.2100.96 Retirement Plan (Support Staff)

(c) 425.2100.96 Retirement Plan (Regular Full-time Faculty)

(d) 435.2100.96 Retirement Plan (Temporary Full-Time Faculty)

(e) 450.2100.96 Retirement Plan (Administrative/Professional Staff)

**Cross Reference:**

**Procedure(s) for Policy:**

**Related Policies/References:** Series 4000 Appendix B-81 TIAA CREF Retirement Resolution (1981)