

Illinois Eastern Community Colleges 2025 Faculty Voluntary Separation Incentive Plan

If a faculty member meets the eligibility criteria and wishes to participate, s/he must complete the attached application form (Attachment A) with a live signature and return it to **Andrea McDowell** at mcdowella4@iecc.edu during the application period. Email submission of the application is required.

- **Application Period:** The application period begins on - **March 28, 2025** and ends at 4:00 PM on **April 15, 2025**. Eligible faculty electing to participate in the Plan will submit his/her application in accordance to his/her group as identified on page 3. Applicant submissions will be accepted on a first-come, first-served basis within each group's designated submission window.
 - **Group I (faculty with 21 - 30+ years Total Experience) March 28 – March 31**
 - **Group II (faculty with 16 - 20 years Total Experience) April 1 – April 7**
 - **Group III (faculty with 10 – 15 years Total Experience) April 8 – April 15**

A decision and notification to faculty on the application will be made by IECC within 24 hours after the application window closes for the applicant's designated group.

Applications received after the April 15, 2025 deadline will be considered on a case-by-case basis.

- IECC will review and approve all applications of the applicants who meet the eligibility criteria set forth contingent on availability of funds set aside for this program. If for some reason IECC is unable to approve a faculty member's application, IECC will return the application and all related materials and notify the faculty member of the denial with a written reason for the denial. No adverse action will be taken against a faculty member whose application is not accepted.
- After acceptance of the faculty member's application, IECC will confirm the preferred **voluntary separation date**, which must fall between **May 8, 2025** and **July 31, 2025**.
- Teaching in the 2025 summer session does not prevent the faculty member from being eligible for this program.

After the voluntary separation date is established, IECC will provide him/her with a Voluntary Separation and Release Agreement (Attachment B) for his/her review and

Application (Attachment A)

consideration. The faculty member will submit his/her signed Separation and Release Agreement on the separation date.

Employee Full Name: _____

Job Title: _____

Department/Division: _____

Supervisor: _____

Hire Date: _____

Preferred separation date: _____

Initial Below:

_____ I understand that I am not eligible for reemployment at IECC for two years following separation.

_____ I agree that I have read the 2025 Faculty Voluntary Separation Incentive Plan and understand the process (including the need to execute the accompanying release agreement).

_____ I understand that the submission of this application does not guarantee that I will be approved for the 2025 Faculty Voluntary Separation Incentive Plan.

Employee Signature Date

HR Representative Name, Title, Signature Date