

FIU Human Resources

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Phone: (305) 348-2181 • Email: benefits@fiu.edu • Website: hr.fiu.edu/benefits

Benefits Updates | April 27, 2026

Review and Update Contributions to Voluntary Savings Plans

FIU offers Voluntary Savings Plans to help eligible employees supplement their retirement savings through convenient payroll deductions. Visit the FIU Voluntary Retirement Savings Plan website page for information on plan details, provider information, resources, and upcoming educational live webinars.

New and current participants are encouraged to carefully review available plan options and consult with a qualified financial advisor before making enrollment or contribution decisions. In addition, participants should also regularly review and update biweekly contribution(s) as needed to stay on track with their savings goals.

Contact designated plan representatives:

- 403(b) Plan Representatives
- 457(b) Plan Representatives

How to review and update biweekly contributions:

- ***403(b) Plan:*** Update via the ***Retirement@Work®*** **portal** through *PantherSoft HR Employee Self Service*.
- ***457(b) Plan:*** Contact the Bureau of Deferred Compensation at (877) 299-8002 or use their online Increase Contribution form.

Educational Retirement Webinars | Spring 2026

Planning for retirement and maximizing your retirement savings are key steps toward securing your financial future. Understanding the retirement savings plans available to FIU employees, along with the benefits provided to you and your beneficiaries, is essential for making informed decisions.

FIU is offering a series of live educational retirement webinars this Spring 2026. In addition, employees are encouraged to explore upcoming sessions hosted by Florida Deferred Compensation. Don't miss the opportunity to attend these sessions, where you can engage with guest speakers and financial advisors, and get answers to all your questions.

Time Entry Requirements for Intermittent Leave

Employees approved for intermittent medical leave through Benefits Administration are **responsible for accurately recording their time.** If an employee does not have access to view or change their timecard, the supervisor must enter the time on the employee's behalf.

When recording time, employees must use the appropriate leave codes as provided in Benefits Administration email communications. Departments are responsible for reviewing submitted timesheets and approving any intermittent leave hours reported by their employee(s).

For additional information and resources, please refer to the Leave of Absence and Time/Leave Entry Process sections of the HR website.

Questions? Contact Benefits Administration at benefits@fiu.edu.