

The Four State Colleges in Colorado Defined Contribution Pension Plan (DCPP)

*For the Employees of:
Adams State College
Mesa State College
Metropolitan State College of Denver
Western State College*

Summary Plan Description

Original Publication Date—May 1, 1994
Last Revision—January 1, 2006

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Introduction

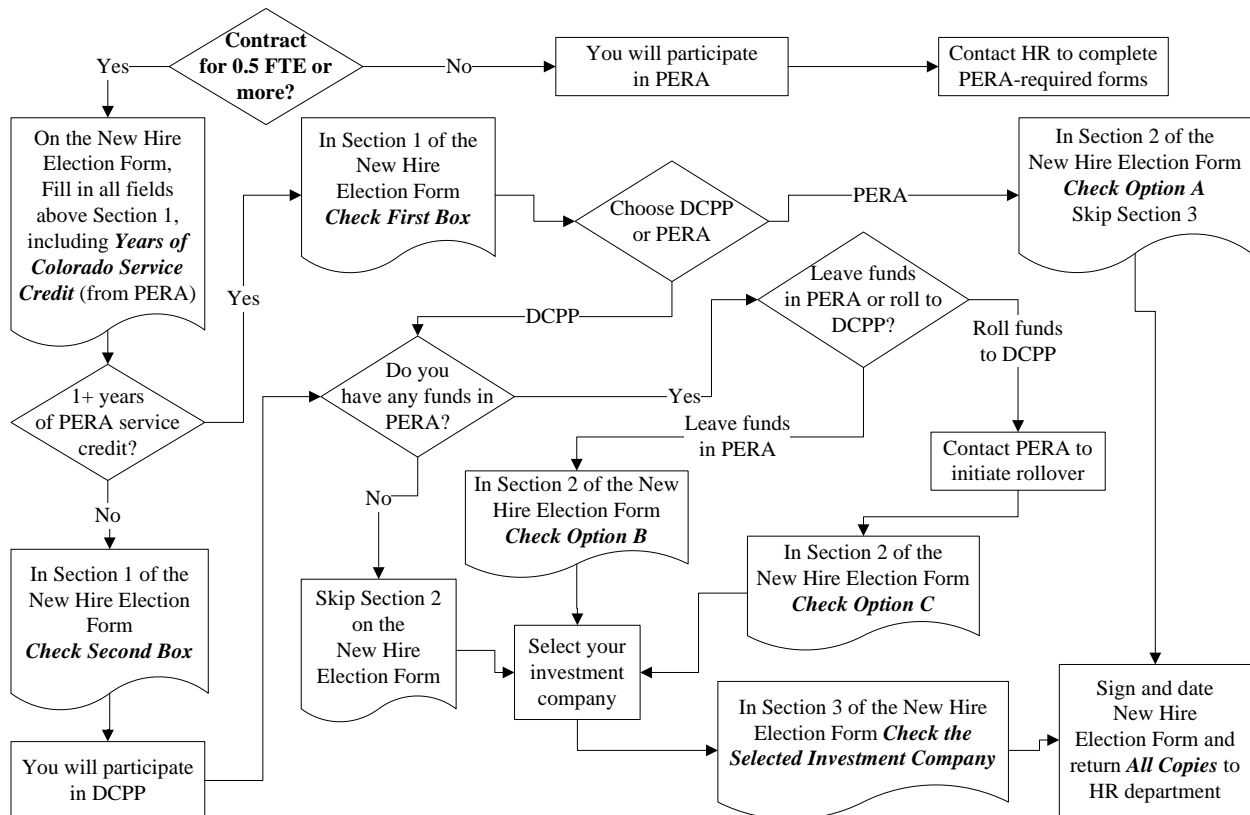
As you begin your employment with us, you must make some decisions and plans for your eventual retirement. First, you must review the two available retirement plans and determine your eligibility:

- The **Defined Contribution Pension Plan (DCPP)** is for nonclassified employees working half-time (0.5 FTE) or more and is required unless you are eligible for, and choose to participate in, PERA.
- The **Public Employees Retirement Association (PERA)** is the defined benefit retirement plan for all classified state employees and is available to you *only* if you have had at least one year of PERA-eligible employment in the past. Nonclassified employees, including per-credit/per-term faculty that are *less than half-time* (0.5 FTE), also participate in PERA.

The decision path you will follow is illustrated in this flowchart:

Retirement Flowchart

For nonclassified employees



(NOTE: PERA Retirees must notify HR office; and check Third Box in Section 1)

Background

For most people, a comfortable and secure retirement requires multiple sources of income, such as an employer's retirement plan, other tax-sheltered savings plans, and personal savings.

Retirement plans are often funded by contributions from both the employer and employee and are frequently characterized as being either:

- *Defined Benefit* plans, which assure employees of specific monthly payments at their retirement without regard to the return on the plan's investments
— or —
- *Defined Contribution* plans, in which no specific payment is guaranteed; rather, the employee's retirement benefit is based on the total amount of the contributions made to his/her account and the return on investments of those contributions.

Prior to May 1, 1994, eligible employees of the State Colleges in Colorado were required to enroll in a defined benefit plan offered by the state-sponsored PERA and had no other retirement plan choice. Currently under PERA, the employer contributes 10.65 percent and the participant contributes 8 percent of covered earnings, as defined by law, to the PERA fund. PERA is responsible for all investment decisions.

Effective May 1, 1994, the Trustees of the State Colleges in Colorado authorized the DCP as a replacement for the PERA plan. This *Summary Plan Description* booklet describes the provisions of the DCP under which the employer will currently contribute 11.4 percent and the eligible participant will contribute 8 percent of covered earnings (i.e., all regular salary paid to a participant by the employer) each year to the participant's account. Under this plan, the participant is responsible for making investment decisions through funds offered by professional investment companies selected to service the DCP.

Effective July 1, 2002, the Colorado Legislature placed Metropolitan State College of Denver under separate governance from the Trustees of the State Colleges in Colorado. Effective July 1, 2003, Adams State College, Mesa State College, and Western State College were placed under separate governing boards and the Trustees of the State Colleges in Colorado and the Office of State Colleges were abolished. The Plan continues to exist, as outlined in the Plan Document, for the four independent colleges ("The Four State Colleges" or the "Employers"). This includes all eligible employees (and their beneficiaries) of Adams State College, Mesa State College, Metropolitan State College of Denver, and Western State College.

Your employer can assist you in understanding the DCP; however, if you need financial, tax, and/or legal advice for making any decision about your involvement in an employer-provided retirement plan, you must seek independent assistance.

Eligibility

As with other employee benefits, you are eligible to participate in the DCPD if you are a contract employee of any one of the Four State Colleges in Colorado with a full-time equivalent (FTE) contract of 0.5 or more. If your contract is less than 0.5 FTE or you have a per-credit/per-term contract, you will automatically participate in PERA. If you are a PERA or DCPD retiree returning to work in a 0.5 FTE or more temporary faculty or administrative exempt position, you are required to participate in the DCPD.

However, for compensation earned on or after July 1, 2005 by a PERA retiree (as defined in Article 51 of Title 24 of the Colorado Revised Statutes) who is *hired* or *rehired* by the college on or after July 1, 2005, the employer contribution described under *The Employer Contributions* section, shall be reduced by any amount the employer is required to pay to PERA on behalf of the retiree.

Note: Independent Contractors, as defined by the IRS, are specifically excluded from eligibility in the DCPD as are employees with per-credit, per-term contracts.

If, through previous employment, you have at least one year of PERA service credit you must make a choice whether to participate in PERA or the DCPD within 30 days of your appointment to an eligible position. If you have less than one year of PERA service credit, or retired from PERA and receiving a monthly annuity, you are required to participate in the DCPD.

If you have a choice . . . between PERA and the DCPD, you must complete an election form to enroll in the DCPD or into PERA and if you choose PERA, you will have no further opportunity to participate in the DCPD. If you choose to enroll in the DCPD within the 30-day time period, you will give up certain rights and benefits under PERA and will have no further option to participate in PERA while employed in an eligible position. **These are one-time, irrevocable elections which you should consider very carefully.** For eligible participants who must make this choice, it might be wise to schedule a meeting with the Human Resources office to discuss current and historic comparisons of the benefits and performance of the two plans.

The eligibility threshold of a 0.5 FTE contract remains the same for initial participation in both the employee insurance plans and the DCPD. However, beginning July 1, 2001, if an employee enrolls in the DCPD, either by election or default, and then signs a subsequent FTE contract that is lower than 0.5 FTE, the employee will continue in the DCPD rather than having to join PERA for the duration of that contract.

Participation

If you are eligible for and decide to participate in PERA:

- Fill out the DCPD New Hire Election Form. Fill in all the fields above Section 1 (Don't forget to fill in the "Years of Colorado Service Credit). Check the "First" Box in Section 1 and the "Option A" Box in Section 2, then sign and date at the bottom of the form.
- Contact your employer's Human Resources office to complete the PERA forms.

Note: The rest of this booklet describes the DCPD. If you are confident that you wish to stay with PERA for your retirement plan, you could stop reading now. However, if you are still interested in the DCPD and are eligible, read on.

If you decide to participate in the DCPD:

- If you have at least one year of active service credit with PERA, you must first elect to:
 - Be inactive in PERA (in anticipation of a future benefit) while participating in the DCPD, in which case you will check the "Option B" box in Section 2
 - *or* —
 - Roll your PERA member balance over to the DCPD, in which case you will check the "Option C" box in Section 2, then you must contact PERA to initiate the balance rollover.
- To communicate these choices, ***you must submit a completed DCPD New Hire Election Form to the Human Resources office.*** In addition, this form allows you to select one (and only one) fund sponsor with which you wish to invest your retirement funds.
- Complete the fund sponsor's investment options election form to choose which of the sponsor's funds your DCPD contributions are to be invested in.
- Fill out the fund sponsor's beneficiary designation form.

Note: ***Be sure to read the rest of this booklet carefully before filling out and turning in the forms listed above.***

DCPP Plan Features

Your Contributions

Both you and your employer play a role in building a fund for your retirement. You are required to contribute 8 percent of your covered earnings to your DCPP account on a tax-deferred basis. All of your contributions to the DCPP must be made through payroll deduction.

Your Contributions Are Tax-Deferred

Tax-deferred means that your employer's payroll office reduces your monthly paycheck by the amount of your contributions to the DCPP *before* federal and state income taxes are computed and withheld. As a result, your W-2 income is reduced by the amount of your before-tax contributions, which means you pay less income tax now.

Rollover Contributions

The DCPP accepts rollovers of money held on the participant's behalf by "another tax qualified retirement plan, money in a 403(b) annuity contract, money in a governmental eligible 457(b) plan or money (other than after-tax money) that you placed in an individual retirement account ("IRA")". To roll over funds:

- You must be eligible to receive a rollover distribution from that previous plan that is, in turn, eligible to be rolled over into an IRA or another qualified plan, and
- You must be participating in the DCPP.

By rolling funds directly from one tax-qualified plan to another, you avoid financial penalties. You also avoid paying income taxes on those funds until you withdraw the funds from the DCPP. Once funds are rolled into the DCPP from another retirement plan, the funds become subject to the rules governing this DCPP. Rollover funds may not be withdrawn earlier than other DCPP account monies.

The Employer Contributions

Your employer currently contributes an amount equal to 11.4 percent of your covered earnings to your DCPD account. This amount can change. The DCPD Plan Document contains a detailed definition for “covered earnings”, but it is important to note that covered earnings *do not* include Section 125 pre-tax contributions for dependent care expenses, insurance premiums, and medical expense reimbursement accounts. Covered earnings also *do not* include pre-tax contributions to parking and transportation programs established under IRS Code Section 132(f)(4). Please note that covered earnings *do* include any amounts contributed to the 403(b) Tax Deferred Annuity Program and the State of Colorado’s 457(b) deferred compensation program.

Also, please note that for compensation earned on or after July 1, 2005 by a PERA retiree (as defined in Article 51 of Title 24 of the Colorado Revised Statutes) who is ***hired*** or ***rehired*** by the college on or after July 1, 2005, the college contribution under this section shall be reduced by any amount the employer is required to contribute to the Public Employees Retirement Association (PERA) with respect to the participant.

Your Investment Choices

You have the opportunity to invest your DCPD account using the funds offered by one of the professional investment companies selected by The Four State Colleges to service the DCPD. The companies, called *fund sponsors*, were selected by a competitive bid process on the basis of their financial stability, investment performance of their funds, and their ability to serve participants and employers. Fund sponsors servicing the DCPD, and the funds they offer, could change at the discretion of the Plan Administrators, based on the needs of the DCPD.

Information about the selected fund sponsors and the funds each company offers is available at your Human Resources office. If you would like additional information, contact the fund sponsor directly.

Changing Your Investment Choices

Personal and financial circumstances may change, so the DCPD allows you the flexibility to change your investment direction on a regular basis.

Changing Funds Within Fund Sponsor

You can transfer both your existing account balances and future contributions among funds managed by your selected fund sponsor according to that fund sponsor's rules. Contact the fund sponsor directly for its policy regarding fund transfers.

Changing Fund Sponsors

You can change the investment direction of future contributions to the DCPD among the fund sponsors once a year, during the designated open-enrollment period held in late fall of each year with a January 1 effective date for changes. Information to help you decide whether to change fund sponsors and how to make the change, if you choose to do so, will be made available to you at the beginning of each open-enrollment period.

The fund sponsor you select will be the sole recipient of contributions to your DCPD account during the course of that calendar year *and succeeding calendar years* unless you select a different sponsor to receive your contributions.

In addition, once you have selected a new fund sponsor for future contributions, if you so desire, you may transfer existing account balances with your prior fund sponsor to your newly selected fund sponsor, subject to the previous fund sponsor's rules.

Investment Decisions Make a Big Difference

Because the DCP offers different fund sponsors with investment choices of varying degrees of risk and potential return, it is important that you carefully consider your investment objectives when choosing funds in which to invest your DCP account balance. The DCP is a *long-term* retirement savings opportunity, and the rate of investment earnings over the long term can affect your account balance at retirement in a big way. Your ultimate benefit available at retirement depends on the amount of contributions to, and the return on investment on, your account. Therefore, it is to your benefit to design an investment strategy for your unique situation.

When it comes to choosing investments, there is no single *right* choice. People's objectives and tolerance for risk vary, which is why it is important for each participant to be informed when making investment decisions. Each of the funds offered by the DCP's fund sponsors has an *investment objective*. Some are designed to protect your principal while maximizing earnings. Others emphasize capital growth and include the additional risk of loss of principal that often accompanies efforts to achieve greater performance. Always keep in mind that higher rates of return often involve a higher degree of risk, as well. If you need assistance in making personal financial and investment decisions, you may wish to seek independent professional advice.

Issues to Consider When Picking Investments

There are several issues to consider when determining your investment strategy. Your investment strategy should look at:

- ***Time*** — how long until expected retirement
- ***Risk and Return*** — of losing principal and/or earnings vs. security of investment
- ***Diversification*** — adjusting risk level by splitting account among investment funds

Time

The amount of time you have remaining before you expect to retire is an important issue. Some funds provide the potential for greater returns over longer periods of time than others do. Generally, the younger you are, the greater risk you may be willing to take to achieve greater long-term gains through stock or equity funds. For example, if you choose to invest in funds that invest in stocks, you should be prepared to leave your money in that fund long enough to reap the returns of an “up” market and regain any losses you may experience when the market is “down.”

If you are planning to retire soon (within five years or so), investments that provide some security of principal may be an appropriate option for at least a part of your money. Typically, fixed income and money market funds are designed to protect principal. While these funds may not produce the same earnings potential as stock funds, they deliver a specific level of earnings and are often less likely to jeopardize invested principal and earnings over the short term. ***Remember, you may also need a portion of your retirement account to fund health care.***

Risk and Return

Generally, funds that have the potential for higher returns also have higher risk. *Risk* means the degree to which your investment is subject to loss of the principal amount of your investment and/or the degree to which investment returns vary up and down from one period to the next. For example, the stock market has fluctuated more than fixed income or money markets. However, over the long term, the stock market has outperformed the other two. So, people who have sufficient resources to bear extra risks associated with investment in growth stocks may want to consider such investments through one of the selected sponsors to maximize the growth of their accounts. Employees are encouraged to seek independent advice about the suitability of these and other investments in meeting their future economic needs and objectives, while considering their current financial circumstances. ***The Plan Administrators make no recommendation about which investments are right for you.***

Diversification

While you can participate in the DCPD with only one fund sponsor at a time, you can split your account among any of the various investment funds offered by the sponsor you select. By investing in more than one fund, you can adjust your overall risk level.

For example, you may be willing to assume the higher risk of the stock funds, but you don't want to put all of your money in that fund. You can diversify, and thereby reduce some overall risk, by investing a portion of your savings in funds which are more secure, but offer less potential return.

Additionally, many of the funds offered are mutual funds. A single mutual fund is usually a diverse investment. A mutual fund typically invests in many securities that fit the description of the fund's characteristics. For example, a growth mutual fund will invest in a portfolio of many growth-oriented securities, which reduces the risk of the entire portfolio should one security in the portfolio have negative returns. A global equities fund will invest in the stocks of many international companies.

It is important to know that investment choices should be for the long term. Although the DCPD allows you to change your investment decisions periodically, you should know that shifting in and out of funds can, itself, involve considerable risk.

Please Note: *Decisions regarding the investment of your DCPD account will directly impact the money available for your retirement. Such decisions are your responsibility. Because personal and financial circumstances and objectives are different for each person, the Plan Administrators are not in a position to give each participant in the DCPD specific investment suggestions. If you need assistance in making personal financial and investment decisions, you may wish to seek independent professional advice. It is critical, however, that **you** direct the investment of your account to meet your goals and fit your situation.*

Vesting

You always own and do not forfeit the contributions you ***and*** your employer make to your DCPP account. This means that your contributions, the employer's contributions, and any investment earnings (or losses) on those contributions, are always 100 percent and immediately vested. For information about accessing your DCPP account, see ***Receiving Your DCPP Money*** on page 13.

Changes in Employment Status

Periods Off the Payroll or at Reduced Pay

Paid Leaves

Your eligibility to participate continues during sabbatical or other paid leaves, according to the following standards:

- Your contributions will be based upon actual covered earnings received.
- Employer contribution to the DCPP will continue during paid leaves and will be based on your actual covered earnings.

Unpaid Leaves

If you are on an unpaid leave, your existing DCPP account balance is credited with investment earnings applicable to your current investment selections, but there will be no further contributions (participant or employer) to your DCPP account during such leave.

Rehires

If you leave employment with one of The Four State Colleges without withdrawing your balance and are later rehired to a DCPP-eligible position at any one of the four State Colleges, contributions to your existing DCPP account resume. If you are rehired to a DCPP-eligible position but have already withdrawn your previous DCPP account balance, contributions will be made to a new DCPP account.

Protecting Your Survivors

If you die while you are a participant in the DCP, your beneficiary or beneficiaries are entitled to your DCP account balance. Depending upon the fund sponsor and type of investment you have selected, your beneficiaries can choose to:

- Take the balance as a lump sum payment
- Take the balance in installment payments
- Take a partial distribution of the account
- Convert the balance to an annuity which provides monthly payments for life
- Leave the account with the investment company for a distribution at a later date
- Roll the balance to another IRS-approved, tax-qualified plan

Naming a Beneficiary

A beneficiary designation form may be obtained from the employer's Human Resource office or from the selected fund sponsor.

If you are not married, you may name anyone as your beneficiary and may change your beneficiary as often as you wish.

If you are married, your legal spouse is automatically the beneficiary of your account. If you want to designate another beneficiary or beneficiaries (in addition to or other than your spouse), your spouse must provide written consent to that selection, and the beneficiary designation may not be changed in the future without obtaining spousal consent again. The written spousal consent must be notarized and filed with the Human Resources office. You may change your beneficiary as often as you wish, as long as you have the required spousal approvals.

If you do not select a beneficiary or if your beneficiary dies before receiving complete distribution, the Plan pays remaining benefits to your spouse, if living. If there is no surviving spouse, or other listed beneficiaries, the Fund Sponsor shall pay the Participant's interest in accordance with the rules of the Fund Sponsor and the Investment Fund.

Receiving Your DCPD Money

You must contact your employer or a plan administrator to apply for distributions from your DCPD account. Distributions or withdrawals from the DCPD may be subject to Domestic Relations Orders (DROs). Funds within the plan may be distributed prior to termination only if required by a DRO.

The following are the provisions for accessing your DCPD account following termination of employment, prior to retirement, and at retirement. Payment of your benefit must begin no later than April 1 of the year following the year you reach age 70½ or the year you retire, whichever happens later.

Federal Tax Consequences

This section describes the federal income tax consequences of the Plan as a “qualified” plan under section 401(a) of the Internal Revenue Code. There are many areas of the tax laws which are not yet the subject of final regulations, and which when applied to individual participants may vary depending on the personal circumstances and plan elections of each. This description of federal taxes does not consider state and local tax consequences, which will be important to your overall planning. For these reasons, you should consult your own personal advisors on the tax consequences of making any election under the Plan and for purposes of planning and determining your own tax liability.

1. Employee Contributions

Federal Income taxes are not withheld from your DCPD contributions. These contributions reduce your gross income for federal income tax purposes and, therefore, are not deductible in computing federal taxable income.

2. Tax on Distributions from the Plan

Any distribution from your Account will be subject to federal income tax as ordinary income, except as explained in paragraph 3 and 4 below.

3. 10% Excise Tax on Plan Distributions before age 59-1/2

If you receive a taxable distribution from the Plan before reaching age 59-1/2, the distribution will generally be subject to an additional 10% tax. Several types of distributions are not subject to the additional 10% tax on pre 59-1/2 distributions. These include:

- (a) distributions that are not taxable because they are rolled over tax-free to an IRA or to another tax qualified retirement plan (see Item 4);
- (b) distributions made to a beneficiary because of the death of the participant;
- (c) distributions made because of the disability of the participant;
- (d) distributions made to an employee who separates from service with the college during or after the year the employee reaches age 55;
- (e) distributions for certain large medical expenses; and
- (f) certain distributions made pursuant to a Qualified Domestic Relations Order.

4. Tax-Free Rollover of Distribution

If you receive a Plan distribution and if, within 60 days after the date on which you receive the distribution, you transfer or “rollover” the distribution to an Individual Retirement Account or Individual Retirement Annuity (“IRA”), or to a qualified retirement plan, 403(b) plan or governmental 457 plan or a new employer, you are not required to include the amount so transferred in your taxable income for the year of distribution. You may elect to transfer or rollover any part of the amount eligible. However, if you transfer or rollover only a portion of the Plan distribution, the portion not rolled over or transferred will be taxable as ordinary income in the year of distribution. Before you make a rollover or transfer, you should consider how the receiving plan or IRA restricts or taxes distributions. NOTE: These rollover rules are not available for hardship distributions and are not available if your Plan account is paid in substantially equal annual payments over at least ten years. Also, to avoid a 20% federal withholding tax on a lump sum payment or installment payments over less than ten years, you may need to instruct the Plan to make a direct transfer of your Plan account to an IRA or to another qualified retirement plan, 403(b) plan or governmental 457 plan that accepts such transfers.

When You Retire

Note: *To be considered as retired for DCPD purposes, an employee must write a letter of retirement to the President of the employing institution stating intent to retire on a date specified in that letter.*

When you retire from one of the Four State Colleges, you are entitled to your entire DCPD account balance. Depending on the sponsor and the type of investment you have selected, you may be able to:

- Take the balance as a lump sum payment
- Take the balance in installment payments
- Take a partial distribution of the account
- Convert the balance to an annuity which provides monthly payments for life
- Leave the account with the investment company for a distribution at a later date
- Roll the balance to another IRS-approved, tax-qualified plan

Keep in mind that the rules for distribution of your DCPD account balance may change as tax laws and regulations change. It is important that you consider all income tax implications and other consequences in connection with the distribution of your DCPD account

If You Terminate Prior to Retirement

You Can:

▶ ***Keep Your DCPP Account***

You can leave your account balance in the DCPP. If you choose this option, you continue to have full control over the investment of your account balance according to the provisions of the DCPP.

▶ ***Roll into Another Tax-Qualified Plan***

You can roll your account balance into another IRS-approved, tax-qualified plan. Other tax-qualified plans may include another employer's 401(a) or 401(k) plan or an Individual Retirement Account (IRA) [or a 403(b) or 457 Plan]. In order to avoid tax penalties and/or withholding, you must roll your account balance directly from your DCPP fund sponsor to another tax-qualified plan.

▶ ***Take Full Distribution***

You may have the entire balance of the account sent to you as a distribution after you leave.
Taxes, penalties, and withholding may apply to any distributions you receive.

▶ ***Start a Distribution***

Depending on the fund sponsor and the type of investment you have selected, you may be able to take your account balance:

- as a lump sum payment
- in installment payments
- as a partial distribution
- or, you might be able to convert it to an annuity which provides monthly payments for life.

Taxes, penalties, and withholding may apply to any distributions you receive.

DCPP Policy Changes Effective July 1, 2001

Transitional Retirement

Transitional Retirees (from PERA or DCPP or both) who have signed initial Transitional Retirement Agreements on or after July 1, 2001, that pertain to Transitional Retirements that begin on or after July 1, 2001, will be eligible for DCPP participation if the Transitional Retirement Agreement is for 0.5 FTE, or more. In the past, this participation was allowed only for regular (nontransitional) retirees who returned to work for one of the four State Colleges while remaining retired. This change does *not* apply to anyone working under a Transitional Retirement Agreement that was signed prior to July 1, 2001, even if the Transitional Retirement commences on or after that date.

Also as of July 1, 2001, DCPP retirees will no longer be limited to working for one of the four State Colleges no more than 110 days in a calendar year. By State law, PERA retirees (even those who are also DCPP retirees) are still limited to work for a PERA-affiliated employer no more than 110 days in a calendar year without a reduction in monthly PERA retirement benefits.

General Plan Information

Plan Administrator

The Plan states that the Plan Administrators are the Vice Presidents for Administration and Finance of each participating college. The Plan Administrators delegate the daily management responsibilities to a retirement plan administration expert. The current retirement plan administration expert retained by the Four State Colleges is:

Tim L. Greene
Associate Vice President for Retirement Plan Administration
Metropolitan State College of Denver
Campus Box 98
P.O. Box 173362
Denver, CO 80217-3362

Phone: 303/556-3030
Email: greenet@mscd.edu

Plan Number

The employer identification number assigned by the Internal Revenue Service for the DCPD is EIN 84-1104696.

Type of Plan

This plan is a money purchase defined contribution pension plan with deferral arrangement filed with the Internal Revenue Service under Internal Revenue Code Sections 401(a) and 414(h). This means that contributions are made in specific (defined) amounts, but the benefit you receive at retirement or termination depends on a number of variables, including the contributions you make, the employer's contributions, and the investment return of the funds in which you invest those contributions.

Plan Changes

The Four State Colleges intend to continue the DCPD indefinitely. However, the Plan Administration reserves the right to change, modify, or cancel the DCPD if ever it determines that such action is appropriate. Changes and modifications may include the level of employer contributions, investment funds available, and/or the fund sponsors that offer and manage such funds. No such change, modification, or cancellation will result in a forfeiture of your DCPD account balance at the date of the change. If the DCPD were terminated, you would be entitled to your DCPD account balance as of the date of termination.

Assignment of Benefits

Your benefits under this Plan are solely for you or your designated beneficiaries; they cannot be assigned to anyone else, except as permitted under state law.

Plan Documents

This summary of the DCPD is written to help you understand how the plan works. If there is a discrepancy between this summary and the official Plan Document, the Plan Document will govern. Copies of the Plan Document are available for review and can be obtained by writing to the Retirement Plan Administration Expert at the address above or by contacting your Human Resources office.

Employment Rights Not Implied

Participation in the DCPD does not guarantee employment with any of the four State Colleges, nor does it give you a right to claim any benefit you have not accrued under the terms of the DCPD.

Appeals

In the event that you wish to protest or contest any action taken by the Plan Administration, a DCPD fund sponsor, or their agents, you must first contact your employer's Plan Administrator, or the Administrator's designee, and exhaust the claims procedures established in Section 8.8 of the Plan Document before proceeding further.

Agent for Service of Legal Process

Legal process may be served on the employer's Plan Administrator or the Administrator's designee (see page 18, above).

Fund Sponsors

**Teachers Insurance and Annuity Association/
College Retirement Equities Fund
(TIAA/CREF)**

Rocky Mountain Regional Office
370 17th Street, Suite 1800
Denver, CO 80202-5602
1-800-842-2776
Web Site: www.tiaa-cref.org

**American International Group, Inc.
Variable Annuity Life Insurance Company
(AIG VALIC)**

Rocky Mountain Regional Office
165 South Union Boulevard, Suite 600
Lakewood, CO 80228-9965
1-800-448-2542
Web Site: www.aigvalic.com

Fidelity Investments Tax Exempt Services Company

201 South Main Street, Suite 200
Salt Lake City, UT 84111
The Account Services Line — 1-800-343-0860
Web Site: www.fidelity.com/atwork