

NYS FLEX SPENDING ACCOUNT - DCAA & HCSA

(www.flexspend.state.ny.us or 1-800-358-7202)

A portion of salary can be designated by employees to establish a fund to cover eligible childcare, elder care and/or health care expenses with pre-tax dollars. "Use it or lose it" rule applies.

Eligibility for Flex Spending Coverage

- Must be receiving regular biweekly paychecks.
- Must enroll within 60 days of hire or during annual open enrollment period.
- Must be permanent employee; non-hourly, and eligible for NYSHIP to participate in HCSA.
- *Additional eligibility criteria may be required.

Effective Date for Flex Spending Coverage

- Dependent Care Advantage Account is immediate.
- Reimbursement as funds are deposited through payroll deduction.
- Health Care Spending Account deductions and claims can begin after 60 consecutive days of State service (if outside of enrollment period).
- Total amount available during period of coverage.

Cost for Flex Spending Coverage

- The employee determines the amount to be contributed.
- Annual maximum \$5,000 per household for DCAA, including possible employer contribution.
- Minimum \$100, maximum \$4,000 per employee for HCSA.

TUITION ASSISTANCE PROGRAMS

- Available to **EMPLOYEES** who wish to improve their job-related skills and knowledge through higher education.
- Partial tuition reimbursement is available through the *SUNY Tuition Assistance Program* (based on funding).
 - UUP space available program provides for one tuition-free course at SUNY per semester - up to four semesters a year.
 - Most **fees** are NOT covered by tuition assistance programs.
 - Course auditing* allows employee to attend classes at no charge.
 - Subject to space availability.
 - No grades or transcripts provided.

NEW YORK'S COLLEGE SAVINGS PROGRAM

(www.nysaves.org or 1-877-697-2837)

- Voluntary employee contributions put aside for **any ONE** designated person (per account) to use for qualified higher education expenses.
- Offers an annual NYS income tax deduction for contributions up to \$5,000 for individuals/\$10,000 for married couples filing joint.
 - Federal taxes due on earnings, at beneficiary's tax rate, upon withdrawal.
 - Minimum payroll deduction is \$15.00 per pay period.

*UUP offers a \$750 scholarship to dependent children (of *benefits eligible* employees) attending a SUNY school 12+ credit hours, 2+ GPA (per semester).

EMPLOYEE ASSISTANCE PROGRAM

(www.fredonia.edu/eap or 716-673-3586)

EAP office on-site to offer confidential assistance with personal problems or concerns of employees.

DISABILITY COVERAGE

Monthly income benefit equal to 60% of employee's covered monthly salary, not to exceed \$5,000 a month (*inclusive of other income*). Also provides a monthly annuity premium benefit.

Eligibility for Disability Coverage

- Must be eligible to receive health insurance.
- Totally disabled for **six consecutive months**.

Effective Date for Disability Coverage

-First of the month following one year anniversary of hire date. Waiting period may be waived with proof of recent total disability insurance from prior employer.

Cost for Disability Coverage

- No cost to employee.

VACATION AND SICK LEAVE

(Time & Attendance Office 716-673-3775)

- 0-1 years of service earns employee 1 1/4 days @ per month
- 2 years of service earns employee 1 1/3 days @ per month
- 3-5 years of service earns employee 1 1/2 days @ per month
- 6 years of service earns employee 1 2/3 days @ per month
- 7 years of service earns employee 1 3/4 days @ per month
- ***Academic year** employees do **not** receive vacation accruals.
- If eligible, up to 200 sick leave days may be converted at retirement to a cash value to aid in the payment of health insurance premiums. Up to 200 days may **also** be used for retirement service credit for **ERS** members.

HOLIDAYS

College year and **12 month** employees are eligible for up to 12 holidays per year. **Academic year** employees do **not** receive holidays.

*The SUNY Fredonia Federal Credit Union, located near the Williams Center, offers many great services to employees.

*Parents in need of quality childcare may wish to contact the Campus & Community Children's Center (CCCC) at 673-4662 to obtain information regarding available Early Childhood and School Age Programs (www.childcarecccc.com).

For additional UUP benefits on-line, go to:

www.uupinfo.org/benefits.html

For more information regarding employee benefits on-line, go to: www.cs.state.ny.us (Executive Branch)

*NOTE: To ensure timely coverage of all benefits, please contact our BENEFITS OFFICE at 508 A.O.C. (716-673-3434) for information, application, and documentation requirements. For HR/benefit updates, subscribe to LISTSERV@LISTSERV.FREDONIA.EDU and command: **Subscribe HRNEWS yourfirst name yourlastname.** 09/11



BENEFITS SUMMARY

Full-Time Professionals
Represented by
UUP



*Where
Success
is a
Tradition*

Human Resources Office

280 Central Avenue

Administrative Office Complex

Tel 716-673-3434

Fax 716-673-3210

www.fredonia.edu/humanresources

HEALTH INSURANCE

Several Plan Options:

- The Empire Plan
or choose from one of many:
- Health Maintenance Organizations such as:
 1. Community Blue
 2. Independent Health - WNY

*Employees who select an HMO must choose a primary care physician and live or work in that HMO's designated area.

Extra Health and Wellness Programs Offered Through Most Plans.

The Empire Plan Offers:

- Empire Plan NurseLine
-Health information and education 24 hours a day.
- Migraine Management Program
-Provides doctor/patient education and medication (in limited quantity).

Eligibility for Health Insurance Coverage

- Appointments expected to last a minimum of six biweekly pay periods.

Effective Date for Health Insurance Coverage

- Covered on the 43rd day after hire.

Cost for Health Insurance Coverage

- New York State pays the majority of the health insurance premium, regardless of whether employee selects individual or family coverage. The 2011 *employee cost* is as follows:

1. The Empire Plan Biweekly Premiums

Individual: \$27.26
Family: \$115.12

2. Community Blue Biweekly Premiums

Individual: \$25.36
Family: \$169.09

3. Independent Health - WNY Biweekly Premiums

Individual: \$24.53
Family: \$114.42

- Premiums may be taken pre-tax/payroll deduction.
- Office visit co-pays are \$20/Empire Plan & \$10 most HMOs.
- *Employee may be eligible for low-cost health insurance when retiring from Fredonia with 10 years of NYSHIP (New York State Health Insurance Program) eligibility.

PRESCRIPTION DRUGS

Coverage included with health insurance plan selected by employee.

-The Empire Plan allows a 90-day supply per co-pay:

-Co-pay is \$5 for generic, \$20 for preferred brand name, and \$65 if non-preferred brand name when using *mail service pharmacy*.

Eligibility for Prescription Drug Coverage

- Must be eligible to receive health insurance.

Effective Date for Prescription Drug Coverage

- Covered on the 43rd day after hire.

Cost for Prescription Drug Coverage

- Paid for through health insurance premium.

*Co-pay varies by plan.

LONG-TERM CARE INSURANCE

(www.NYPERL.net/1-866-474-5824)

Provides coverage for care in a nursing home, assisted living facility, or at home.

Eligibility for Long-Term Care Coverage

- Must be eligible for health insurance.
- Also available to spouse/domestic partner, parents, parents-in-laws and dependent children ages 18-24.

Effective Date for Long-Term Care Coverage

- If employee enrolls within 60 days of eligible appointment, guaranteed issue. All others are subject to medical underwriting.

Cost for Long-Term Care Coverage

- Premiums determined by amount of coverage, plan purchased, and age of enrollee.

DENTAL/VISION COVERAGE

Provides reimbursement for services through participating and nonparticipating providers.

Eligibility for Dental/Vision Insurance Coverage

- Must be eligible to receive health insurance.

Effective Date for Dental/Vision Insurance Coverage

- Covered on the 43rd day after hire..

Cost for Dental/Vision Insurance Coverage

- No cost to employee.

Delta Dental PPO

(www.deltadentalins.com/UUP or 1-800-471-7093)

Provides FREE exam and cleaning twice a year to eligible employees and their dependents, when using a *participating* provider.

- Basic restorative care is covered at 80% of a participating provider's network allowance.
- Major restorative care and orthodontics are covered at 50% of a participating provider's network allowance.
- \$2,500 annual maximum benefit per person.
- Predetermination of benefits encouraged when treatment plan is expected to exceed \$500.

Davis Vision

(www.davisvision.com or 1-800-999-5431)

Provides a FREE eye exam and eyeglasses every 12 months (or exam and contact lenses with co-pay) to eligible employees and their dependents, when using a *participating* provider.

RETIREMENT SYSTEMS

Choice of Three Plans:

New York State Employees' Retirement System (ERS)

New York State Teachers' Retirement System (TRS)

- Defined benefit plan.
- Benefit based on final average salary, years of NYS service credit, and age at retirement.

Optional Retirement Program (ORP)

- Defined contribution plan.
- Benefits are based on employer and employee contributions and the success of the investments.
- Employer contribution for a **new** SUNY employee is 8% of salary for first 7 years of service; 10% during 8th - 10th year, 13% thereafter.
- Portability to other institutions.

Carriers: TIAA-CREF, ING, MetLife, and VALIC.

Eligibility for Retirement System Participation

- Membership for a full-time employee is *mandatory*.
- TRS eligibility determined by *title*.

Effective Date for Retirement System Participation

- Immediately upon enrollment, retro to date of hire.
- Vested after 10 years (full-time equivalent) in ERS and TRS.
- Vested after 366 days in ORP.

Cost of Retirement System Participation

- Employee contribution to NYSTRS plan is 3 1/2 % of salary, 3% of salary for NYSERS & ORP plans.
- No contribution by ORP members AFTER 10 years of service credit or membership.

LIFE INSURANCE

\$6,000 group life insurance policy provided to each employee.

Eligibility for Life Insurance Coverage

- Represented by the UUP bargaining unit.

Effective Date for Life Insurance Coverage

- Date employee is placed on payroll.

Cost for Life Insurance Coverage

- No cost to employee.

OPTIONAL RETIREMENT SAVINGS PLANS

Voluntary tax-deferred savings programs designed to provide funds in retirement.

- Employees may choose to participate in a tax-deferred annuity/403(b) through TIAA-CREF, Fidelity, **AND/or** ING, MetLife or VALIC. Employees may ALSO participate in the NYS Deferred Compensation Plan/457.

Eligibility for Tax Deferred Savings Plan Coverage

- Upon employment.

Effective Date for Tax Deferred Savings Plan Coverage

- Choice of employee.

Cost for Tax Deferred Savings Plan Coverage

- Employees may elect to contribute up to \$16,500 in BOTH 403(b) and 457 plans during 2011. "Catch-up" provisions are also available.