



Summary of Benefits for Faculty

The “plan year” for benefits is January 1 through December 31 annually, unless noted otherwise.

Temporary employees are ineligible for benefits.

New employees must complete the benefit enrollment process within 30 days from the start date of employment.

FTE refers to an employee’s Full Time Equivalency.

This document is for reference only and not intended as a contractual agreement. Complete details of the plans are provided in certificates, summary plan descriptions, and policies.

Medical and Prescriptions, BCBSM; Dental, UMR; Vision, Aflac (permanent employees with 75% or greater FTE)

- **Who Pays:** The College and You
 - **Eligibility Date:** Upon hire
- Covered health, prescription and dental benefits. Enrollment must take place within 30 days of hire date or at annual open enrollment. Employees may change plans only during open enrollment or when a life changing event occurs.

Life Insurance, USABLE (permanent employees with 50% or greater FTE)

- **Who Pays:** The College and You (optional)
- **Eligibility Date:** Upon hire

Life insurance equivalent to 1 times annual income if death occurs prior to retirement. Employee has the option to pay for like amount, thereby doubling coverage.

Retirement Plan, TIAA (permanent employees with 50% or greater FTE)

- **Who Pays:** The College
- **Eligibility Date:** First of month after completion of 1 year service or credited with a year of service at a previous higher education institution

College contributes an amount equal to 5% of gross salaried wages to the retirement plan; 100% vested.

Supplemental Tax-Deferred Retirement Plan, TIAA (permanent employees with 50% or greater FTE)

- **Who Pays:** You (optional)
- **Eligibility Date:** First day of employment

Opportunity to make elective deferrals

Disability Income (Short-term Medical Leave), Alma College (permanent employees with 50% or greater FTE)

- **Who Pays:** The College
 - **Eligibility Date:** After completion of 6 months of employment
- First ten days will be charged to the sick bank then full pay and benefits for up to 84 consecutive days.

Disability (Long-term), USABLE (permanent employees with 75% or greater FTE)

- **Who Pays:** The College
- **Eligibility Date:** First day of employment
- Monthly compensation for total long-term disability. Payments are based on the percentage of monthly salary with a maximum benefit of \$10,000 per month.
- Protection for accidental death, dismemberment or disability while traveling on college business. Coverage is \$40,000.

Flexible Spending Account (FSA) or Health Savings Account (HSA), Flex Administrators

- **Who Pays:** Flexible Spending Employee only ; HSA The College and You (Optional)
- **Eligibility Date:** Upon hire

The opportunity to pay for qualifying insurance premiums, qualifying out-of-pocket health-care expenses, and qualifying dependent care expenses (Flexible Spending only) with pre-tax dollars.

Employee Assistance Program, New Directions

- **Who Pays:** The College
- **Eligibility Date:** Upon hire

A confidential short-term counseling and referral program for personal issues.

Educational Opportunities (permanent employees with 75% or greater FTE)

- **Who Pays:** The College
- **Eligibility Date:** Tenure Track Faculty - 120 days following employment
Non-Tenure Track Faculty - following 2 years of full time academic year contracts

The opportunity to enroll your dependents and/or yourself in classes at Alma College under a tuition grant program or at certain other colleges under a tuition exchange program. The tuition grant will cover full tuition costs up to a total of 156 credits at Alma College, subject to the college's standard refund policies.

Moving Expense Program (permanent full time with 75% or greater FTE)

- **Who Pays:** The College
- **Eligibility Date:** Upon hire / within one year from date of hire

Eligible employees may be reimbursed up to \$3,500 for moving expenses if they reside over 50 miles away from the college at time of hire and move within 50 miles of Alma within one year. Employees that move to an Alma address are eligible for an additional \$1,000, for a total of up to \$4,500.

Worker's Compensation

- **Who Pays:** The College
 - **Eligibility Date:** Upon hire
- Compensation for on-the-job injury or death.

Additional Benefits

- Free Parking
- 15% discount at college bookstore (excluding text books and electronics)
- Use of the Library and Rec Center with ID
- Free tickets for faculty and staff to all music and theatre performances (must purchase companion tickets)
- Free entrance to athletic events with ID (except for NAA events)
- Discounted meal plan for the dining hall with payroll deduction options available
- Sick Time