

**MINNESOTA STATE UNIVERSITY MOORHEAD**

**BENEFITS SUMMARY**

**MSUAASF EMPLOYEES**

The benefits listed are subject to change pending state and federal legislation and changes in the negotiated agreements.

**Health, Dental and Life Insurance**

Eligibility

The following ASF Members received the full Employer Contribution:

An ASF member who is employed for at least 75% of nine (9) month or more appointment. A probationary ASF Member hired during a fiscal year for at least seventy five (75) percent time or greater. An ASF Member hired on a temporary appointment during a fiscal year at seventy five (75) percent time or greater should also be eligible if the president expects the appointment to continue beyond the current fiscal year at seventy five (75) percent time or greater.

Effective Date

Insurance coverage is effective after the 35 (calendar) day waiting period.

Health Insurance

Effective January 1, 2009, the health plans available and **semi-monthly** rates are:

<b>Health Plan</b>	<b>Employee Cost</b>	<b>Dependent/ Cost</b>
<b>Advantage Blue Cross</b>	\$ 0.00	\$65.10
<b>Advantage Preferred One</b>	\$0.00	\$65.10
<b>Advantage Health Partners</b>	\$0.00	\$65.10

The three carriers have different networks of primary care clinics and specialty providers. All primary care clinics have been assigned one of three cost levels, based on the amount that provider charges for specific medical services as well as type of specialist referrals made within the network. Employees share some of the cost of medical services by paying co-pays, deductible and coinsurance. The amount of cost sharing depends on the level of enrollees primary care clinic. Referrals are generally necessary to see a specialist.

Dental Insurance

Effective January 1, 2009 the Dental plans available and **semi-monthly** rates are:

<b>Dental Plan</b>	<b>Employee Cost</b>	<b>Dependent Cost</b>
<b>State Dental Plan</b>	\$ 2.50	\$12.92
<b>Health Partners</b>	\$ 2.50	\$14.58

Each of the dental plans offers comprehensive coverage for most conditions requiring dental diagnosis and treatment, including orthodontic treatment for children. Employees should verify with the plan that they are using a dentist that is a participating provider.

**Basic Life Insurance**

The employer provides and pays for the following term life coverage and accidental death and dismemberment coverage for eligible employees. Any premium paid by the State in excess of fifty thousand dollars coverage is subject to tax liability in accord with Internal Revenue Service Regulations. An employee may decline coverage in excess of \$50,000. The basic life insurance policy includes an accelerated benefits agreement providing for payment of benefits prior to death if the insured has a terminal condition.

<b>Annual Base Salary</b>	<b>Group Life Insurance</b>	<b>Accidental Death &amp; Dismemberment Principal Sum</b>
<b>\$20,000 or less</b>	\$20,000	\$20,000
<b>\$20,001 to 30,000</b>	\$30,000	\$30,000
<b>\$30,001 to 40,000</b>	\$40,000	\$40,000
<b>\$40,001 to 50,000</b>	\$50,000	\$50,000
<b>\$50,001 to 60,000</b>	\$60,000	\$60,000
<b>\$60,001 to 70,000</b>	\$70,000	\$70,000
<b>\$70,001 to 80,000</b>	\$80,000	\$80,000
<b>\$80,001 to 90,000</b>	\$90,000	\$90,000
<b>Over \$90,001</b>	\$95,000	\$95,000

**Retirement**

Faculty participate in either the Individual Retirement Account Plan (IRAP) or Teachers Retirement Association (TRA). Full-time employees also participates in the Supplemental Retirement Plan after two years. New faculty have one year to review the IRAP and TRA plan and make a choice.

<b>Plan Name</b>	<b>Bi-weekly State Contributions</b>	<b>Bi-weekly Employee Contributions</b>
<p><b>Individual Retirement Account Plan (IRAP)</b></p> <p>The IRAP is a 401(a) defined contribution plan in which participants are immediately vested. TIAA-CREF is the record keeper for TIAA-CREF annuities and non-proprietary mutual funds for the IRAP plan and provides employees with ten annuities and 13 non-proprietary mutual funds.</p>	6.00%	4.50%
<p><b>Teacher's Retirement Association (TRA)</b></p> <p>TRA is a defined benefit plan with all investments handled by the State Board of Investment. TRA requires a minimum of three years participation for vesting and provides a guaranteed lifetime annuity.</p>	5.00%	5.50%

<p><b>Supplemental Retirement Program (SRP)</b></p> <p>SRP begins with the third year of full-time employment. The employee contributes 5% of salary up to a maximum deduction of \$2200 each year. Contributions are invested in the funds available within the IRAP.</p>	<p>100% of employee contribution</p>	<p>5.00%, on gross compensation in excess of \$6,000</p>
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### Optional Insurance

The following optional insurance(s) may be purchased through the group insurance program. Certain amounts of initial coverage are available without evidence of insurability.

#### Life Insurance

Up to \$500,000 employees may purchase additional insurance for themselves or their spouse. New employees may apply for up to two times their annual salary evidence free. Spouse life is available to new employees, evidence free, in amount of \$5,000 or \$10,000. Coverage of \$10,000 for each dependent child is also available.

Accidental Death and Dismemberment Insurance This optional coverage may be purchased for Employees and spouses.

Short-term Disability Insurance This coverage provides income for up to 180 days if an employee becomes totally disable due to an illness, injury or pregnancy. Premiums paid by employee.

Long-term Disability Insurance This coverage provides income beyond 180 days or total disability. Premiums paid by employee.

Long Term Care Coverage Long-term care is extended personal care. The services range from simple help with meal preparation to 24 hour care. These services are provided either in a facility, such as a nursing home or in the person's home. Long-term care coverage pays for services that are not currently covered by State Employee Group Insurance Plans or Medicare. Rates are based on the age of the enrollee.

### Paid Leaves of Absence

#### Holidays

There are eleven (11) paid holidays per year.

#### Sick Leave

120 hours of sick leave (15 days) shall be credited to all full-time probationary members at the time of their employment. Beginning with the 31<sup>st</sup> pay period of employment, each employee will be credited with 4 additional hours of sick leave for each succeeding pay period of service. Persons on fixed term appointments are credited with one day of sick leave for each month of anticipated service.

Sick leave carries over from year to year to a maximum of 1000 hours. Hours earned above 1000 hours are placed in a bank. Severance payment upon retirement is based on sick leave balances. Severance pay is transferred to the employee's Health Care Savings Plan Account.

#### Vacation Leave

All ASF Members holding 12 month appointments shall accrue 6.75 hours per pay period through the first 8 years of employment. The amount accrued increases thereafter. Vacation balance of up 272 hours can be carried over each year.

### Sabbatical Leave

In order to be eligible, an ASF member must have completed at least six consecutive years of service. The leaves may be granted for four months at full base pay, or for up to twelve months at two-thirds pay.

### Personal Leave

An ASF Member who has at least 6 months of service, may be granted up to 4 days leave per fiscal year for personal situations.

Other paid leaves include military, court related, bereavement, emergency and adoption leave.

## **Other Benefits & Programs**

### Professional Development Fund

The state universities are allocated \$315,000 for the System to be distributed to the campuses on an FTE basis. The Campus Association and Employer shall implement an equitable procedure for distribution of funds. Funds may be used to pay for cost of professional development activities as well as professional members, books, journal, electronic subscriptions and software.

### Professional Improvement Fund

A total of \$100,000 will be allocated to the State Universities according to the number of full time FTE's in the bargaining unit at each university. These funds shall be grants for the purpose of professional improvement, Msuaasf member development, staff training and similar kinds of development programs for Msuaasf members.

### Pre-Tax (flex plan) Benefits

The Medical/Dental Expense Account allows employees to pay for certain unreimbursed medical and dental expenses with pre-tax dollars. The Dependent Care Expense Account allows employees to pay for dependent care expenses with pre-tax dollars. There are maximum deposit limits of \$5,000 per year on both accounts. There are two transit expense accounts also available: Parking Expense Account and Bus Pass/Van Pool Expense Account.

### Health Care Savings Plan

For all externally funded, probationary, or permanent ASF members who have served five (5) consecutive appointment years, so long as the ASF Member has sufficient earnings in the pay period to take the deduction, the Employer shall deduct five percent (5%) per pay period from the individual's annual salary of the first six thousand dollars (\$6,000) earned, and this amount will be transferred to the individual's health care savings plan account.

### Employee Assistance Program

A cost-free, confidential and voluntary counseling service is available to employees and their immediate family members for a variety of concerns.

### Tuition Waiver

ASF Members shall be entitled to enrollment, on a space available basis, in courses at any university in the system without payment of tuition or fees, except laboratory and special course fees. Such enrollment shall not exceed 27 semester credits per year (from summer session through Spring Semester). The member's spouse or dependent children may share this right within the limit established above, with waiver of tuition only. Tuition waived for graduate level (Masters & PhD) courses is reported as taxable income for the employee.

### Deferred Compensation Program

The State of Minnesota Deferred compensation Plan is a voluntary plan that allows employees to place a portion of earnings into a tax-deferred investment program under section 457 of the internal Revenue Code. Some contributions are matched as determined by negotiated agreements. Managed by the Minnesota State Retirement System. Minimum contribution of \$10 per paycheck.

### Tax-Sheltered Annuity Program

A tax sheltered annuity program is a voluntary retirement savings program available to employees of educational institutions. Tax sheltered annuities are often referred to as 403b)s the IRS code section that regulates this type of plan. There is a Roth investment option is available under this program. Managed by TIAA-CREF. Minimum of \$10 per paycheck.

### Credit Union

Staff may become members of the Affinity Plus Credit Union. A credit union is like a bank in that it serves daily financial needs, but a credit union is a not-for-profit institution owned by its account holders.