

2019-20 Daemen College Summary of Employee Benefits

HEALTH INSURANCE

Daemen College offers employees health insurance with Blue Cross Blue Shield (BCBS) POS 206 and POS 8200 (HDHP WNY Only). Daemen participates in The Good Life Program through BCBS. Coverage is effective the first day of the month after your date of hire. Employee share of premium is calculated annually and the open enrollment period is May 1st through May 17th with changes effective June 1st. Dependent children may be covered until age 26 regardless of full time student status. Domestic partners are covered. The Plan requires all covered employees to select a participating primary care physician for each family member enrolled.

The employee share of the premium is deducted from the bi-weekly paycheck, the first two paychecks of every month. If there are 3 pay periods in a month, the 3rd pay day will not include deductions for medical benefits.

In addition, the Plan provides a \$250.00 wellness card to be used during the Plan year to purchase vitamins and supplements from a participating health food store; as credit towards gym membership, chiropractic co-pays or massages.

Employee Cost Share for BCBS POS 206

Annual Salary Up to \$24,999	Single Coverage	\$21.58 per pay
	Family Coverage	\$32.43 per pay
Annual Salary \$25,000-\$39,999	Single Coverage	\$63.16 per pay
	Family Coverage	\$108.38 per pay
Annual Salary \$40,000-\$59,999	Single Coverage	\$102.95 per pay
	Family Coverage	\$184.30 per pay
Annual Salary \$60,000-\$79,999	Single Coverage	\$115.60 per pay
	Family Coverage	\$202.38 per pay
Annual Salary \$80,000 and up	Single Coverage	\$122.84 per pay
	Family Coverage	\$229.52 per pay

Employee Cost Share for BCBS POS 8200 Plan (WNY Only) *

Annual Salary Up to \$24,999	Single Coverage	\$4.99 per pay
	Family Coverage	\$6.49 per pay
Annual Salary \$25,000-\$39,999	Single Coverage	\$6.61 per pay
	Family Coverage	\$11.21 per pay
Annual Salary \$40,000-\$59,999	Single Coverage	\$44.89 per pay
	Family Coverage	\$84.39 per pay
Annual Salary \$60,000-\$79,999	Single Coverage	\$57.08 per pay
	Family Coverage	\$101.83 per pay
Annual Salary \$80,000 and up	Single Coverage	\$64.05 per pay
	Family Coverage	\$127.96 per pay

Daemen Contribution to Health Spending Account (HSA) – Plan 8200

* *Single Plan HSA Annual Contribution* \$1,500

* *Family Plan HSA Annual Contribution* \$3,000

2019-20 Daemen College Summary of Employee Benefits

HEALTH SPENDING ACCOUNT

Health spending accounts are available to enrollees of the POS 8200 HDHP (High Deductible Health Plan) and allow covered employees to pay for certain medical, dental, and vision expenses on a pre-tax basis. Paying for these expenses with pre-tax dollars saves money by lowering taxable income. Daemen contributes annually in June to participant HSA accounts. In addition, Employees can set up their own pre-tax contributions through payroll deductions. The plan year runs June 1st – May 31st and any funds remaining on May 31st are rolled over without forfeitures. Maximum contributions, covered expenses and dependent eligibility and forfeiture rules are governed by IRS regulations. Newly hired eligible employees may enroll within thirty days of their hire date and must re-enroll annually thereafter.

FLEXIBLE SPENDING ACCOUNT

Flexible spending accounts are available to allow covered employees to pay for certain premiums, medical and dependent care expenses on a pre-tax basis. Paying for these expenses with pre-tax dollars saves money by lowering taxable income. Please be aware that Social Security benefits may be reduced in the future when funding a Flexible Spending Account. A tax advisor can assist with determining how the tax savings will compare to possible reductions in future benefits. The minimum contribution to enroll in the flexible benefit plans is \$400 and the plan year runs June 1st – May 31st. The medical expenses account allows for \$500 to be rolled over without forfeitures. Maximum contributions, covered expenses and dependent eligibility and forfeiture rules are governed by IRS regulations. Newly hired eligible employees may enroll within thirty days of their hire date and must re-enroll annually thereafter.

DENTAL INSURANCE

Coverage is administrated by the MetLife. The Plan is a preferred provider arrangement but employees may elect to see a non-participation dentist that will be reimbursed at the MetLife negotiated rate for all services rendered. The Plan includes an orthodontic rider for children under the age 19. Maximum benefit of \$1000.00 per enrolled family member per calendar year. Coverage begins the first of the month after date of hire. Coverage is extended to age 26 for dependent children. The employee share of the premium is deducted from the bi-weekly paycheck, the first two paychecks of every month. If there are 3 pay periods in a month, the 3rd pay day will not include deductions for dental benefits.

Coverage Level	Bi-weekly Cost
Single	\$3.97
Family	\$9.92

COMPREHENSIVE VISION

Low group rates are available for full vision insurance products utilizing either the VSP or Davis Vision networks administered by Guardian Life Insurance. Family coverage includes children to age 26. Employee pays 100% of the cost for this benefit with a pre-tax, biweekly payroll deduction. If there are 3 pay periods in a month, the 3rd pay day will not include deductions for dental benefits.

Coverage Level	VSP- Option 1 - Bi-weekly Cost	Davis- Option 2 - Bi-weekly Cost
Single	\$5.13	\$3.66
Family	\$11.04	\$7.87

LIFE INSURANCE & AD&D

All full time employees working at least 30 hours per week are covered by a \$50,000 Life Insurance Policy and Accidental Death and Dismemberment (AD&D) Insurance through Lincoln Life. This benefit is fully paid for by Daemen.

2019-20 Daemen College Summary of Employee Benefits

SUPPLEMENTAL LIFE INSURANCE

Employee, spouse and/or dependent coverage options are also available to full time employees within thirty days of hire. Guaranteed issue. For basic amounts no medical questions are asked and no physicals are required. Employee pays 100% of the cost for this benefit with a biweekly payroll deduction. This plan is administered through Lincoln Life.

SHORT TERM DISABILITY

This plan is offered at no cost after six months of full time employment. Salary is continued for the first ninety days upon receipt of a completed and validated New York State disability form. There is a seven-day waiting period from the date of disability before benefits become effective. This plan is administered through Lincoln Life.

LONG TERM DISABILITY

This plan is offered at no cost to all full time employees after ninety days of employment. The Plan provides for replacement of salary at 2/3 for length of disability or normal retirement age whichever is less. There is a ninety-day elimination period before benefits begin. This plan is administered through Lincoln Life.

GROUP TRAVEL ACCIDENT

This Plan provides benefits for both domestic travel greater than one hundred miles from your legal residence as well as international travel. There is no elimination period of cost for this benefit. Travel must be business related.

EMPLOYEE ASSISTANCE

The employee assistance program can be reached 24 hours per day/seven days per week. Services include unlimited phone access to legal, financial, and work-life services; in-person help with short-term issues; up to 4 sessions per person, per issue, per year. A variety of free support services are available at 1-888-628-4824 or at www.Lincoln4Benefits.com (Username: LFGsupport; Password: LFGsupport1). This benefit is administered through Lincoln Life.

RELOCATION EXPENSE

Upon approval of the appropriate Dean or Vice-President, the college pays up to one-half the cost of moving normal household goods (not to exceed \$3000.00 and excluding charges for packaging, storage or insurance). Actual receipts are required; photocopies are not accepted.

RETIREMENT PLAN

All benefit eligible employees may participate in the Retirement Plan the first of the month following their date of hire. After one year of service, the college contributes 8% for all employees that contribute 5% on a pre-tax basis. Employees may join the plan immediately after hire with match if they have completed one year of full time service at another college or university in the twelve months prior to hire. The Teachers Insurance and Annuity Association (TIAA) administers this plan. ** Twelve months of full-time service in higher education immediately prior to employment at Daemen will be counted towards the waiting period, as long as a letter from the previous college's or university's HR department is provided upon hire.*

2019-20 Daemen College Summary of Employee Benefits

VACATION ACCRUAL

Staff accrual is two weeks per year. Hours begin accruing with first full two-week pay period and the employee may begin taking accrued time after six months of employment. Staff accrual increases to three weeks per year after five years of service and four weeks per year after ten years of service. Employee may accrue up to thirty days of vacation.

Administrative accrual is four weeks per year. Accrual begins first full month of employment and accrued time may be taken after six months of employment. Employee may accrue up to thirty days of vacation.

SICK/PERSONAL TIME

Full time **staff** employees that have completed their introductory employment period by July 1st, receive seven days for sick or personal leave to be used between July 1st and June 30th. Staff employees that complete their introductory period after July 1st receive the seven days on a prorated basis.

DAEMEN TUITION WAIVER BENEFIT

Full time employees are eligible for 100% tuition waiver for undergraduate classes at Daemen College the semester after hire. This benefit is also available to the employee's spouse/same sex domestic partner and dependent children.

100% tuition waiver for graduate level courses at Daemen College are available to full time employees and their spouse/same sex domestic partner. Dependent children of the employee are eligible for a 50% tuition waiver.

RECIPROCAL TUITION WAIVER PLAN

Full time employees and their dependents as defined by IRS regulations are eligible to apply for tuition benefits at CICU and CIC networks of schools. CICU participating schools are private, four year institutions in New York State. CIC participating schools include over 300 schools nationwide. Charges covered by tuition remission determined by the host institution, but generally cover full tuition. This benefit is available the semester after hire and covers undergraduate courses only.

TUITION EXCHANGE SCHOLARSHIP PROGRAM

Applications for Tuition Exchange scholarships are accepted for dependent children of full time employees after five years of service. There are over 500 colleges and universities nationwide participating in the Tuition Exchange Program and scholarships are not guaranteed.