

ADMINISTRATOR FRINGE BENEFITS

VACATION	
YEARS OF COMPLETED SERVICE	DAYS ACCUMULATED
Immediately	20 – Fiscal year – July 1 through June 30
Immediately	Up to 30 days may be carried over into the new fiscal year, accumulated to a maximum of 50 days
Contract less than 12 months	Prorated

LEAVES			
BENEFIT	WHO PAYS	ELIGIBILITY	BENEFITS RECEIVED
SICK	The College	Upon employment	20 sick days per fiscal year; accumulated to a maximum of 420 days
PERSONAL	The College	Upon employment	3 personal leave days per fiscal year. At the end of the fiscal year, unused balance shall be converted to sick leave
BEREAVEMENT	The College	Upon employment	3 days bereavement for death in immediate family. An additional day may be approved if necessary for travel

HOLIDAYS			
BENEFIT	WHO PAYS	ELIGIBILITY	BENEFITS RECEIVED
HOLIDAYS	The College	Upon employment	14 legal holidays: Independence Day, Labor Day, Veterans Day, Thanksgiving Day & Friday After, Day before Christmas, Christmas Day, Day after Christmas, New Years Eve Day, New Years Day, Martin Luther King Day, Lincoln’s Birthday, Good Friday, Memorial Day
FLOATER HOLIDAY	The College	After five years with the college	1 day per fiscal year

INSURANCE			
BENEFIT	WHO PAYS	ELIGIBILITY	BENEFITS RECEIVED
MEDICAL	The College	Upon employment	Medical, Dental, Vision and Prescription
BASIC LIFE	The College	Upon employment	1 times annual salary plus \$10,000 coverage, minimum \$30,000
ADDITIONAL LIFE	The Employee	Upon approval	Variable

RETIREMENT			
BENEFIT	WHO PAYS	ELIGIBILITY	BENEFITS RECEIVED
STATE UNIVERSITIES RETIREMENT SYSTEM	The Employee	Upon employment	Mandatory deduction of 8% (pre-tax) contributed to the plan of your choice