

BENEFITS IN BRIEF CLASSIFICATION: EXEMPT ADMINISTRATORS

If your status changes (marital, children cease to be dependents, death of a covered family member, guardianship or birth of a child), you must notify the Office of Human Resources within 30 days of the event.

HEALTH INSURANCE CHOICES

Blue Cross/Blue Shield Preferred Provider Organization (PPO) Community Blue with a \$10 generic/\$40 name brand preferred prescription rider.

Blue Cross/Blue Shield Flexible Blue (Plan 3) High Deductible with a \$10 generic/\$60 brand prescription rider.

Health Alliance Plan (HAP-HMO) with \$5 generic/\$10 brand name prescription rider. Henry Ford Health Maintenance Organization.

Cash in lieu of health insurance. Employee must provide evidence of other health care coverage. Payable in 26 pay periods beginning the pay period after insurance eligibility date or prorated when applicable. \$2,200.00 per year.

WHO IS COVERED

The employee, spouse, and dependent children to age 26 for the chosen plan.

EFFECTIVE DATE OF COVERAGE

If the employee is hired from the 1st to the 25th of the month, coverage begins on the 1st of the following month. If the hire date is after the 25th of the month, eligibility is the 1st of the second month after hire.

FLEXIBLE SPENDING ACCOUNTS (Limited FSA, FSA and DCA)

These accounts offer employees an opportunity to set aside tax-free dollars for eligible out-of-pocket expenses for self and/or dependents. The flexible spending account (FSA) is for medical, dental, optical and other health care expenses and the dependent care account (DCA) is for eligible childcare/dependent care expenses.

It is effective the first of each calendar year and covers employees, spouses and IRS dependents. Election of this benefit is only available annually in October during Open Enrollment.

HEALTH SAVING ACCOUNT (HSA)

Available to those employees who enroll in the Blue Cross Blue Shield High Deductible plan.

DELTA DENTAL OF MICHIGAN

The dental benefit provides up to a maximum of \$1,000 per family member per calendar year (Jan 1 - Dec 31) with a \$50 individual/\$100 family deductible. The employee, spouse and dependents to age 19 are covered. The plan also includes eligible dependents ages 19-25. Coverage is effective as of the date of hire.

OPTICAL INSURANCE

Employees shall receive optical benefits through the Eye Med Vision Plan. The employee, spouse and dependents to age 25 are covered. Coverage is effective as of the date of hire.

LIFE INSURANCE

An employee is covered from the date of hire and is eligible for insurance coverage equal to 2 times base salary (rounded to the nearest \$1,000). You may elect Additional Life coverage in units of 10,000, to a maximum of \$200,000. Additional Life in excess of \$50,000 the excess will be subject to medical underwriting approval.

ACCIDENTAL DEATH AND DISMEMBERMENT

An employee is covered from the date of hire and is eligible for insurance coverage of \$15,000.

SHORT TERM DISABILITY: SICKNESS & ACCIDENT

An employee is covered from the date of hire and is eligible for income continuation equal to 70% of the employee's base salary. Sickness and accident benefits commence on the 21st consecutive day of absence.

LONG TERM DISABILITY

An employee is covered from the date of hire and is eligible for income continuation equal to 70% of the employee's base salary. Disability benefits commence after 13 weeks of total disability, and will continue until the end of disability or until age 65. If disability begins after age 60, benefits will continue for 5 years or until age 70, whichever occurs first. If long-term disability commences at age 69 or older, benefits will be paid for 12 months.

ADMINISTRATIVE NON-CONTRIBUTORY INVESTMENT PLAN

The College shall make a contribution on behalf of each employee to a 403(b) tax shelter annuity or 457 deferred compensation account, savings bonds, or cash. The contribution is based on full time service beginning with year(s);

Full-Time Service in Years	Percentage
3	2%
4	3%
5	4%
6-14	5%
15-19	6%
20-24	6.5%
25	7%

RETIREMENT PLAN OPTIONS

- **MPSERS (MICHIGAN PUBLIC SCHOOL EMPLOYEES RETIREMENT SYSTEM)**
 - Employees are covered from the date of hire.
 - A MPSERS pension is based on a percentage of the average salary times the years of service
 - Reference the MPSERS booklet or website (www.michigan.gov/ORSschools) for more information.
 - MCC's pension contribution is set by the State.
 - For employees hired after 1/1/90, Member Investment Plan (MIP) is a mandatory contribution based on salary: 3% of compensation (up to \$150 total), plus 3.6% of compensation between \$5,000 and \$15,000 (up to \$510 total), plus 4.3% of compensation over \$15,000.
 - For employees hired after 7/1/2008, Member Investment Plus (MIPlus) is a mandatory contribution based on salary. 3% of compensation (up to \$150 total), \$150 plus 3.6% of compensation between \$5,000 and \$15,000 (up to \$510 total), \$510 plus 6.4% of compensation over \$15,000.
- **TIAA-CREF OPTIONAL RETIREMENT PLAN**
 - MCC will contribute 11.5% of earnings to an optional retirement plan, TIAA-CREF.
 - For employees hired after January 1, 1997, the mandatory employee contribution will be 3.9% of earnings.

TUITION WAIVER

An employee and his/her dependents are eligible from the employee's date of hire for tuition waivers for credit courses taken at MCC. The waiver does not include registration and course related fees. **Note:** the amount of the waiver becomes taxable income when non IRS dependents use this benefit.

PUBLIC LIABILITY

An employee has coverage from his/her date of hire for \$200,000 of professional public liability insurance.

TAX SHELTERED ANNUITIES (TSA) and DEFERRED COMPENSATION ACCOUNT

Under Code 403(b) and 457 of the Internal Revenue Service, employees have the opportunity to set aside tax-free dollars in a savings plan subject to IRS maximum amount and rules. See Payroll for more information.

VACATION DAYS

Each Administrator is granted 25 vacation days per year. A maximum of 50 vacation days may be accumulated.

SICK DAYS

Each Administrator is granted 8 sick days for personal illness or injury per year. A maximum of 35 sick days may be accumulated.

PERSONAL DAYS

Each Administrator is granted 5 days for personal business per year, non-cumulative.

PLEASE NOTE: This is *ONLY* a summary of the benefits and coverage and not a contract. Detailed explanations are available in the Office of Human Resources. ..