

BENEFITS IN BRIEF

CLASSIFICATION: FULL TIME - NON-AFFILIATED SPECIALLY FUNDED (NASF)

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

- BCBS PPO with a \$15/30/50 prescription rider.
- BCBS High Deductible with a \$10/30/60 prescription rider.
- BCN HMO with a \$10/20/50 prescription rider.

WHO IS COVERED

The employee, spouse, and dependent children to age 26 for the chosen plan; supporting documentation must be provided by the employee before the effective day of coverage.

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. The limited flexible spending account (LFSA) is available to those enrolled in an HSA.

HEALTH SAVINGS ACCOUNT (HSA)

Available to eligible employees who are enrolled in a High Deductible Plan.

DELTA DENTAL OF MICHIGAN

Insurance is effective upon satisfactory completion of probationary period. Dental benefit provides up to a maximum of \$1,500 per family member per calendar year (Jan 1 - Dec 31) with a \$50 individual/\$100 family deductible. The plan covers employee, spouse and eligible dependents to age 26.

OPTICAL INSURANCE

Reimbursement is effective upon satisfactory completion of probationary period. Employees shall receive \$250 reimbursement benefit annually for qualified vision expenses. The plan covers employee, spouse and eligible dependents to age 26.

LIFE INSURANCE

An employee is covered from the date of hire and is eligible for a \$50,000 life insurance coverage. 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.

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.
- **TIAA-CREF OPTIONAL RETIREMENT PLAN (Eligible Administrators)**
 - 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.

TAX SHELTERED ANNUITIES (TSA)

Under Code 403(b) 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 NASF employee is granted 15 vacation days per calendar year (pro-rated for first calendar year). Vacation must be used each calendar year and will not accumulate.

SICK DAYS

Each NASF employee is granted 8 sick days per calendar year (pro-rated for first calendar year). Sick days will not accumulate.

PERSONAL DAYS

Each NASF employee is granted 3 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.