

## Summary of Employee Benefits for 2019

The following is a summary of the benefits provided to eligible employees of Saint Michael's College. Benefit eligible employees are those employees who are scheduled to work a minimum of 30 hours per week for a minimum of 39 weeks per year. Health and dental coverage begin on your date of hire.

**Healthcare Coverage:** The College provides health insurance through the Cigna Open Access Plus medical and prescription drug plan which includes a Healthcare Reimbursement Account (HRA) funded by the College. The Cigna Choice Fund gives you the freedom to seek care from a large **national** network of licensed doctors, hospitals and other healthcare professionals and the HRA helps you pay for the deductible and co-insurance. When you choose to see doctors who participate in the Cigna network you maximize your benefits, however there is some coverage for out-of-network providers as well.

The following illustrates the employee/college cost sharing for the health insurance plan. The plan year for the health and dental is **January 1 through December 31**.

### Health

Coverage Level	Employee Bi-Weekly Contribution	SMC Bi-Weekly Contribution	Total Bi-Weekly Cost
Employee Only	\$40.00	\$361.54	\$401.54
Employee + 1	\$122.00	\$640.92	\$762.92
Family	\$170.50	\$893.80	\$1,064.30

**Dental Coverage:** The College offers one dental coverage plan through Cigna. This plan includes an orthodontia benefit. Rates are as follows:

### Dental

Coverage Level	Employee Bi-Weekly Contribution	SMC Bi-Weekly Contribution	Total Bi-Weekly Cost
Employee Only	\$4.75	\$18.78	\$23.53
Employee + 1	\$10.00	\$39.12	\$49.12
Family	\$16.00	\$64.84	\$80.84

### Eligible Dependents:

- (1) SPOUSE: A person in a legally contracted marriage to an Eligible Employee of the College
- (2) CHILD: A natural child, legally adopted child, or other child for whom a court holds responsible who is claimed on the employee's federal tax return and is under the age of 26.

**Vision coverage** is through VSP (Vision Service Plan) with one in-network well-vision eye exam per year covered in full if you are on the Cigna Health Plan.

**Disability:** Short-term disability coverage is provided upon the completion of one year of service. Long-term disability coverage is effective on your date of hire. Please see the Employee Handbook for specific details of coverage. The College pays the full cost of both short-term and long-term disability coverage.

**Retirement Program:** The College offers a defined contribution 401(k) Plan. Part-time and full-time employees are eligible to make a voluntary, pre-tax contribution to the 401(k) or after tax Roth contribution upon employment with the College. Upon the first of the quarter following one year of service as defined by the Plan you will receive a College contribution equivalent to a minimum of 3% of your base wage. No employee contribution is required to receive the College contribution. Full vesting for the College contribution is immediate upon enrollment in the Plan.

**Life Insurance:** Life insurance coverage is provided at two times your annual base salary while you are employed at the College. The College pays the full cost of this insurance. Employees may also purchase additional amounts of supplemental life insurance for self, spouse and children.

**Education Benefits:** Upon completion of three months of employment, employees may take up to one course per academic session tuition-free. Additional courses in the same academic session are at one-half tuition.

Dependent children (see eligible dependents above) are entitled to participate in the Tuition Remission and Tuition Exchange Programs leading to the completion of requirements for their first undergraduate degree. After one year of employment, remission is provided on tuition at Saint Michael's College according to a five-year vesting schedule, which increases 20% with each year of completed employment. Eligibility for the Tuition Exchange Program would commence after five years of employment.

A spouse is entitled to tuition remission for one course per academic session after the employee completes one year of employment. Graduate courses taken by spouses may have tax implications per IRS rules. Please contact the Human Resources Office for additional information.

**Community Service:** The College encourages employees to take advantage of opportunities to participate in community service activities. After completing 1 year of employment with the college, employees may choose to make voluntary community service commitments ranging from one to five College paid working days during the fiscal year with the approval of your immediate supervisor, The Director of Move, and the Vice President of Human Resources.

**Early Learning Center:** The Saint Michael's Early Learning Center is developmentally oriented for children aged six weeks to six years, and College employees receive a discounted rate.

**Commuter Benefit:** Free commuter bus transportation within Chittenden County through the Chittenden County Transportation Authority (CCTA) using your KnightCard.

**Health Club Membership:** Individual membership to The Edge Sports and Fitness is available for \$20 per month via payroll deduction. Spouses or partners receive a 50% discount and children up to age 18 are free. Membership includes lap pools, aqua classes, spinning, yoga, Pilates, indoor track, Zumba, indoor and outdoor pools, waterslide, hot tub, sauna and an indoor field house. Visit [www.edgevt.com](http://www.edgevt.com) for additional information.

Note: Information regarding benefit enrollment, effective dates of coverage and policy specifics are available through the Office of Human Resources. The College reserves the right to amend, change, or terminate any benefit plan at any time. The descriptions above are intended to provide a brief summary of the benefit plans. If there is any discrepancy between the language in this summary and the actual policy or contract held in the Office of Human Resources, the actual policy or contract governs.