

**SUMMARY OF BENEFITS FOR FACULTY AT THE UNIVERSITY OF MONTANA**

<b>Leave Options</b>		<b>When Eligible</b>	<b>Details</b>
Holidays	University	Upon employment	New Year's Day, Martin Luther King, Jr. Day, Lincoln's & Washington's Birthdays, Memorial Day, Independence Day, Labor Day, Columbus Day, State General Election Day, Veterans Day, Thanksgiving Day, & Christmas Day. The Board of Regents may exchange certain work days for the same number of legal holidays
Sick leave	University	Accrues upon employment. Available for use after 90 days	Full time employee accrues 8 hours of sick leave per month, or pro-rated according to the number of hours worked if less than full-time.  Sick leave may be used for personal or family illness and medical or dental appointments.
Jury duty leave	University	Upon employment	Leave with pay for jury duty or other required appearance before a court, legislative committee, or other public body. Employee's payment from the court for duty (not travel) is given to the University or the employee may elect to take annual leave.
Military Leave	University	Member of US military force who has been employed for six continuous months	Eligible employees are entitled to leave of absence with pay for a period of time not to exceed working days in a calendar year for attending regular encampments or active duty training programs. Military leave may not be taken for regular scheduled drills.
<b>Insurance Benefits</b>			
Health Insurance Self funded plan  Indemnity Plans and Managed Care options	Cost is shared. Employee's share is pre-tax and based on coverage elected. University contribution is legislated by the State of Montana.	Eligible if employed for six months (2 consecutive semesters) at half time or greater. Eligible to use on hire date. Employee may waive entire package but employer still contributes as mandated by law. The plans are self-insured and managed by Third Party Administrators. There are two indemnity plans and several managed care options. All plans have the same prescription coverage.  Election of coverage must be made within 30 days of employment or during annual open enrollment period.	Self-funded medical coverage for employee, spouse and children. Indemnity plans with choice of \$400 or \$600 deductible administered by Allegiance Benefit Plan Management. Managed Care options with \$300 deductible and copays for certain services administered by Allegiance, Blue Cross, New West and Peak. Coinsurance % is 75/25 but 65/35 out of network. Stop loss from \$1,250 to \$2,500/person depending on plans, services and providers. In-pharmacy Rx program for 30-day supply: \$100 deductible then varying coinsurance percent per drug type with stop loss of \$800. Mail order Rx program available for 90-day supply: flat dollar co-pay amount varies per drug type. Managed by Pharmacare.
Dental insurance			Choice of self-funded dental coverage: Premium plan pays scheduled amount for wide range of dental procedures with \$1500 annual max. Basic Plan limited to scheduled amount for 2x/year preventive maintenance and removal of impacted teeth with \$750 annual max. Administered by Delta Dental Insurance Company.
Basic Life Insurance			Choice of Basic Life coverage: \$10,000 or \$20,000. Includes Accidental Death and Dismemberment. Provided by The Standard Insurance Company.
Long Term Disability			Choice of LTD coverage: 60% of pay/6 month wait; 66-2/3% of pay/6 month wait; or 662/3% of pay/4 month wait. Provided by The Standard Insurance Company.
Retirement Plan	Employee contributes 7.044% of gross pay. Employer contributes 5.956% of gross pay.	<b>Mandatory</b> participation when hired in full time position for one semester; or half time or greater for 2 consecutive semesters. Exception: Non-US citizens are	TIAA-CREF Defined Contribution Plan with immediate vesting. Participant allocates employee and employer contributions into their choice of TIAA-CREF fixed and variable annuity accounts, including guaranteed, fixed income, real estate and

		not required to participate until their third year of employment at half-time or greater.	equities funds. Federal income taxes on contributions are deferred until retirement or withdrawal.  Exception: Eligible faculty who were prior participants in Teachers' Retirement System (TRS) may choose to continue in TRS Defined Benefit Plan. Employee contributes 7.15% of gross pay; employer contributes 9.47%. 5 year vesting requirement.
<b>Required Taxes/Deductions - Federal Tax (OFW) and State Tax (OSW)</b>			
Federal Tax (OFW)	15-28%	Upon employment	Amount deducted dependant on income and deductions reported on W-4.
State Tax (OSW)	4.4-6.1%	Upon employment	Amount deducted dependant on income and deductions reported on W-4.
Social Security – OASDI Medicare	Shared 1.45% 6.2%	Upon employment	Pays benefits upon retirement, disability, or death if eligibility requirements are met. Includes medical coverage under Medicare age 65 or after receiving disability benefits for two years.
<b>Optional Insurance Coverage &amp; Additional Benefits</b>			
Optional Vision	Employee	Within 30 days of employment, if eligible for insurance and at open enrollment.	Choice of coverage for employee and family. Network Providers -- \$10 co-pay for eye exam, \$125 allowance for frames every other year. Other copays for varying services. Lenses allowed every year. Provided by EyeMed.
Accidental Death & Dismemberment	Employee	Within 30 days of employment, if eligible for insurance and at open enrollment.	Choice of coverage for employee only or family: \$25,000 to \$300,000 Provided by CNA.
Supplemental Life	Employee	Within 30 days of employment, if eligible for insurance and at open enrollment.	Choice of coverage: \$25,000 to \$200,000. Cost based on age. Provided by The Standard Insurance Company.
Optional Long Term Care	Employee	Within 31 days of employment. After 31 days, must submit evidence of insurability.	Pays income when employee requires assistance with basic care functions. Cost of insurance based on age and level of long-term care coverage. Provided by UNUM Provident
Optional Dependent Life Insurance	Employee	Within 30 days of employment, if eligible for insurance and at open enrollment.	Choice of coverage: \$2,500 Spouse/\$1,250 Child(ren) to \$25,000 Spouse/\$5,000 Child(ren). Provided by The Standard Insurance Company.
Optional Reimbursement Accounts	Employee	Within 30 days of employment, if eligible for insurance, and at open enrollment.	Can contribute from \$120 minimum to \$6,000 maximum annually for non-reimbursed medical, dental and other IRS allowed expenses. Day Care contributions allowed up to \$5,000 annually. Flex deductions are not subject to federal or state income taxes or Social Security tax.
Voluntary Tax Sheltered Annuity (403b)	Employee	Upon employment.	Employee may participate in a voluntary tax sheltered annuity retirement plan up to the maximum limit allowed by the Internal Revenue Code. Funds are withheld from the paycheck before federal and state taxes are computed thus deferring taxation until retirement or receipt of the funds. Providers are T. Rowe Price, MetLife, VALIC, TIAA-CREF and ING/Aetna.
Deferred Compensation (457b)	Employee	Upon employment.	Great West Life administers the plan. Employee may tax defer voluntary retirement contributions up to maximum allowed by IRS code.
Family Education Savings Program	Employee	Upon Employment.	MT Family Education Savings Program. Employee may have \$50 or more deducted from each pay check & deposited into an account for any college bound person. Contributions are tax deductible in accordance with IRS limits. Maximum \$3,000 per year.
Professional Development Program	University	Upon employment, with supervisor's approval	The staff development program consists of management development, professional development (communication, technical & supervisory skills) & family/parenting workshops.
Staff "Sabbaticals"	University	Eligible to apply if FT employee w/ 5 yrs of service	Program allows staff members to grow professionally as they help the UM fulfill its mission. Staff may submit a proposal for leave up to six months.

Employee Tuition Fee Waiver  Dependent Partial Tuition Fee Waiver	University	For employee waiver, employee must be permanent, past the probationary period, and working at least ¾ time or greater.  For dependent waiver, employee must be permanent and continuously employed for at least 5 years at ¾ time or greater.	Eligible employees are entitled to a waiver of in-state incidental fees for regular courses of study at UM, subject to supervisor and administrative approval. Under federal law, tuition reductions granted to employees in a graduate status are considered as income & are subject to withholding taxes. Employees who terminate during the academic semester in which they receive a waiver will be required to reimburse the university for the value of the waiver  For dependent waiver information, see HRS website for details.
Employee Assistance Program	University	Upon employment.	Services include assessment & evaluation of behavioral health problems, information & referral to appropriate community resources/treatment programs, consultation and education for the general promotion of mental health in the work place, and short-term counseling and crises intervention. The program is administered by APS Healthcare, Inc.
Wellness Program	Employee	Upon employment, if eligible for Insurance	Offers a variety of health screenings and informational workshops. Attendance is optional.
Campus Recreation	Employee and Eligible Dependent.	Upon employment	Offers a variety of services to campus & the community, including management of recreational facilities, equipment checkout and rentals, outdoor and indoor recreational classes, intramural sports, events, tournaments, and outings (hikes, float trips, etc). Fee required.

**Additional Information:** Griz Card is used for identification and security. Your card may be used to obtain library privileges, dining service meal plans, use campus recreation facilities and the Grizzly Pool, free transportation on Mountain Line, and discounts on events (Football tickets, plays, concerts).

Union -(If applicable) employee is expected to join within 30 days of hire date. The Union will notify the employee of his/her obligation. University Faculty Association (UFA) dues are currently 1% of gross pay thru payroll deduction.

Parking- All individuals wanting to park on campus must purchase an approved parking decal. Payroll deduction is available. There is free parking in the residential area two blocks from Arthur on parallels streets, and at the corner of South and Higgins, where you can catch the bus to campus.