LORAS COLLEGE™

SUMMARY OF SALARIED STAFF BENEFITS

BENEFIT	DESCRIPTION	ELIGIBILITY	----WHO PAYS----
HEALTH INSURANCE	Fully-insured 3-Tier Point of Service plan with Medical Associates	First of the month following employment date.	College Staff Member
DENTAL INSURANCE	Self-insured dental plan with SISCO	First of the month following employment date.	College Staff Member
FLEXIBLE SPENDING PLAN (FSA - Section 125)	Tax savings program to pay out of pocket health, dental and dependent care expenses with pre-taxed earnings.	Immediately.	* Staff Member
RETIREMENT PLAN	TIAA-CREF 403(b). Defined Contribution Plan: Staff member must contribute to receive College contribution.	Defined Contribution: After 2 yrs. unless 2 yrs education employment immediately before hire.	Defined Contribution: College Staff Member (7%) (5%) or (4%) (3%)
	Supplemental Defined Annuity Plan	Supplemental Defined Annuity: Immediately.	Supplemental Defined Annuity: * Staff Member
LIFE INSURANCE	Term and Accidental Death and Dismemberment coverage. Up to twice annual base pay.	First of the month following employment date.	College *
SUPPLEMENTAL GROUP LIFE INSURANCE	Additional term life and AD&D insurance available for staff member, spouse and eligible dependent children.	First of the month following employment date. Subject to approval.	* Staff Member
LONG TERM DISABILITY (LTD) INSURANCE	Staff member coverage. Sixty percent of pay after 180 day wait. Maximum of $5,000 per month.	First of month following employment date.	College *
HOLIDAY LEAVE	Up to Twelve paid days each year	Immediately.	College *
VACATION LEAVE	3 Weeks . . . . . . 4 Weeks . . . . . . 5 Weeks ……	Immediately After 5 Years. After 25 Years.	College *
SICK LEAVE	Up to 40 days at full pay, then at 65% of pay	Immediately-Prorated.	College *
FUNERAL LEAVE	Up to three days for death in immediate family	Immediately	College *
PERSONAL LEAVE	Up to five days per year for events that are not covered under the other leaves listed above.	Available at the start of the next fiscal year.	College *
EDUCATIONAL—TUITION REMISSION PROGRAM	Staff member: 100% for undergraduate and graduate courses. Spouse and dependents: 100% for undergraduate courses after 1 year of employment.	Staff member: Immediately Spouse/dependents: after 1 year.	College *
PAYROLL DIRECT DEPOSIT	Earnings automatically deposited with staff member's financial institution	Immediately.	Staff Member
HEALTH AND FITNESS CENTER	Membership in the Athletics and Wellness Center, Graber Sports Center and San Jose Pool; family memberships available (cost applies to AWC). $10 per year for spouse.	Immediately.	College Staff Member (for spouse/family)
ADMISSION TO COLLEGE EVENTS	Two free or reduced-rate tickets to most College-sponsored athletic contests, events, dramatics, entertainment, and lectures	Immediately.	College *
MOVING EXPENSES	Amount varies with distance of relocation.	Immediately – upon approval.	College *
VEHICLE PARKING	Free off-street parking	Immediately.	College *

Note: Above statements subject to terms and conditions contained in the *Human Resource Handbook* and appropriate master contracts and Plan Documents. Contact Human Resource Office, (563) 588-7816, *<hr@loras.edu>*, for additional information.