

SOUTHWEST MINNESOTA STATE UNIVERSITY
MSUAASF BENEFITS

PAYROLL CHECKS

All Southwest Minnesota State University employees are paid biweekly on Fridays. Direct Deposit is mandatory.

INSURANCE BENEFITS

Basic benefits become effective following a 35-calendar day waiting period.

ADVANTAGE HEALTH PLAN

See attached Advantage Health Plan Benefits Schedule for details on coverage.

Premiums:

\$ 15.33 semi-monthly premium paid for employee-only health coverage

\$104.60 semi-monthly premium for family health coverage

The premiums are the same no matter what plan or cost level you participate in.

Health Plan Options

- Employees choose a health plan that is available in the county that they live or work in.
- Each health plan has a select group of participating providers/clinics.
- Employees designate a primary care clinic in the health plan of their choice.
- The cost level (co-pays & deductibles) paid will be determined by the plan and clinic you choose.

Health Plan Choices

A) Advantage Blue Cross and Blue Shield (1-800-262-0819)

B) Advantage HealthPartners (1-888-343-4404)

C) Advantage PreferredOne (1-800-997-1750)

All these health plans have Affiliated Community Medical Centers (ACMC) and Avera in Marshall as a participating provider under Cost Level 2.

What to Consider when choosing a Health Plan/Clinic

Employees have a number of factors to consider when deciding on a health plan. All dependents must be with the same health carrier, so employees will need to determine which plan contains the primary care clinic of the dependents. Cost levels may vary by health plans and participating clinics of each health plan. Other factors to consider include referral patterns of health plans and particular specialist networks such as chiropractors, mental health providers, eye care providers and OB/GYN providers. Employees should call the plan(s), phone numbers listed above, for information on benefits that are the most important to them.

For More Information on the Advantage Health Program:

To receive information about the Advantage Health Plan as well as links to provider information and directories you can access the following website: <http://mn.gov/mmb/segip/>

DENTAL PLAN

See attached Dental Plan Benefits Schedule for details on coverage.

Dental Plan Options

- Employees choose a dental plan that is available in the county that they live or work in.
- Each dental plan has a select group of participating providers.
- With HealthPartners Dental employees designate a dental plan clinic of their choice, not necessary with Delta Dental.

State Dental Plan - Administered by Delta Dental of Minnesota (1-800-553-9536)

or

HealthPartners (1-888-343-4404)

Premiums:

Employee only coverage: Employee cost is \$2.50 semi-monthly

Family coverage (employee & dependents): Employee Cost is \$19.00 semi-monthly

LIFE INSURANCE AND OTHER OPTIONAL INSURANCE COVERAGE

State of Minnesota provides employer-paid term life insurance and accidental death and dismemberment coverage based on salary. Additional employee, spouse, and child life, and employee & spouse accidental death & dismemberment insurance may be purchased at group rates. Employees may also purchase Short-term disability, Long-term disability and employee, spouse and/or employee's parents Long-term Care coverage if desired.

PRE-TAX PLANS

Pre-tax programs an employee can participate in include the Medical/Dental Expense account, the Dependent Care Expense Account and the Transit Expense Account. These plans enable an employee to set aside a portion of their income before taxes are withheld.

RETIREMENT BENEFITS

Defined Contribution Retirement Plan (DCR) - Primary Retirement Default Plan if not a participant of a MN Defined Benefit Plan (TRA, MSRS, PERA.)

The amount of your retirement benefit is based on the dollar amount you and your employer contribute plus investment gains or losses on those dollars. The MnSCU System Investment Committee selects the funds to invest in, ranging from conservative to aggressive investment styles. TIAA-Cref is the administrator of this plan.

Employee Contribution - 4.5% of your salary

Employer Contribution – 6.0% of your salary

Teachers Retirement Association (TRA) – In most cases this is the Optional Elected Plan; however, TRA is Primary Plan if employee is a current participant of a MN Defined Benefit Plan (TRA, MSRS, PERA)

This is a Defined Benefit plan; retirement benefit is based on a formula, not investments choices.

Employee Contribution – 7.5% of your salary

Employer Contribution – 7.5% of your salary

Employees can make an irrevocable election to switch from Default plan to other plan listed anytime during their first year of employment. If a plan switch is made, future earnings will be withheld under elected plan. Prior contributions will not be moved.

OTHER BENEFITS

HEALTH CARE SAVINGS PLAN

Each calendar year, an employer-contribution of \$300 is made, for every insurance eligible MSUAASF employee, into a Health Care Savings Plan (HCSP.) A HCSP is an employer-sponsored program that allows employees to save money, tax-free, to use upon termination of employment to pay for eligible health care expenses.

VACATION LEAVE (Prorated for part-time employees)

0-8 Years of Service = 22 days/year, 6.75 hrs./pay period

9-15 Years of Service = 23 days/year, 7.00 hrs./pay period

16-20 Yrs. of Service = 24 days/yr., 7.5 hrs./pay period

21+ Yrs. of Service = 26 days/yr., 8 hrs./pay period

SICK LEAVE (Prorated for part-time employees)

Fifteen duty days of sick leave are credited to all new full-time probationary employees. Beginning with the 16th month of employment, employees are credited with 4 hours per pay period. Full-time fixed-term employees receive sick leave as a lump sum (1 day/month of employment) at the start of employment to be used during their fiscal year (July 1 – June 30) appointment.

HOLIDAYS – Eleven paid holidays per year.

TUITION WAIVER

Employees shall be entitled to enroll in 27 credits per year, on a space available basis, in courses at any university in the University System without payment of tuition or fees, except special fees. If employee does not exercise this right, the employee's spouse or dependent children shall be eligible for waiver of tuition only.