

MichiganTech

REGULAR NON-EXEMPT STAFF

TECH SELECT

FLEXIBLE BENEFIT PROGRAM

BENEFITS	WHO PAYS	WHEN ELIGIBLE	WHAT YOU RECEIVE
HEALTH & DENTAL Blue Cross Blue Shield of Michigan Community Blue PPO Flexible Spending Health Care Account Flexible Spending Dependent Care Account	MTU/Employee	Date of Hire	<ul style="list-style-type: none"> ▪ Premium Plan: Inpatient, Outpatient, Lab and X-ray 100%, Office Calls 25% co-pay, Enhanced Dental, Vision, Prescription Coverage. - Premium Required ▪ Standard Plan: Inpatient, Outpatient, Lab and X-ray 100%, Office Calls 35% co-pay, Prescription Coverage, Preventative Dental. ▪ Deductible Plan: Deductible and co-pay on Inpatient, Outpatient, Lab and X-ray, 35% Office Calls co-pay, Prescription Coverage, Preventative Dental.
LIFE INSURANCE Basic Optional Family Basic and optional coverage includes an accidental death and dismemberment rider.	MTU MTU/Employee Employee	Date of Hire Date of Hire Date of Hire	<ul style="list-style-type: none"> ▪ \$5,000 term life insurance ▪ \$50,000 ▪ 1 x salary ▪ 2 x salary ▪ 3 x salary ▪ Dependent term life insurance \$3,000 spouse/\$2,000 child \$6,000 spouse/\$4,000 child \$25,000 spouse/\$10,000 child
LONG TERM DISABILITY	MTU/Employee	Date of Hire	<ul style="list-style-type: none"> ▪ Pays up to 60% of monthly salary after a 6-month waiting period. ▪ Optional Pays up to 70% of monthly salary after a 6-month waiting period. ▪ Coordinated with other benefits. ▪ Percentage paid toward retirement annuity.
ACCIDENTAL DEATH and DISMEMBERMENT	Employee	Date of Hire	<ul style="list-style-type: none"> ▪ Coverage for employee and family from \$10,000 to \$250,000.
OTHER INSURANCE			
BENEFITS	WHO PAYS	WHEN ELIGIBLE	WHAT YOU RECEIVE
PERSONAL LIABILITY INSURANCE	MTU	Date of Hire	<ul style="list-style-type: none"> ▪ A Policy for your protection in work-related lawsuits.
TRAVEL ACCIDENT INSURANCE	MTU	Date of Hire	<ul style="list-style-type: none"> ▪ Additional \$200,000 accidental death and dismemberment coverage while traveling on MTU business.

OTHER INSURANCE (Continued)

BENEFITS	WHO PAYS	WHEN ELIGIBLE	WHAT YOU RECEIVE
WORKERS' COMPENSATION	MTU	Date of Hire	<ul style="list-style-type: none"> Payment for medical expenses and lost time due to work-related injury.

RETIREMENT

BENEFITS	WHO PAYS	WHEN ELIGIBLE	WHAT YOU RECEIVE
TIAA-CREF RETIREMENT ANNUITY	MTU	After 2 years or age 35	<ul style="list-style-type: none"> No minimum retirement age or service requirements. Fixed and variable options available. Defined contribution plan. Tech contributes 10.55% Optional 2% Matching Program.
TAX-DEFERRED SUPPLEMENTAL RETIREMENT ANNUITIES <ul style="list-style-type: none"> 403 (b) 457 (b) 	Employee	Date of Hire	<ul style="list-style-type: none"> Optional tax-deferred contributions may be invested with various companies. Application and payroll deduction form available in Benefits Office.

TIME OFF

BENEFITS	WHO PAYS	WHEN ELIGIBLE	WHAT YOU RECEIVE												
PAID SICK LEAVE	MTU	Two weeks from hire date	<ul style="list-style-type: none"> Earned on the basis of ½ day per pay period from hire date. Maximum accumulation of 132 days. Use for sickness, injury or family illness. 												
VOLUNTARY SICK LEAVE POOL	Employee	Three months from hire date	<ul style="list-style-type: none"> Employee can donate three days of accrued sick leave to the VSLP to be eligible to use as short-term disability insurance. 												
BEREVEMENT LEAVE	MTU	Date of Hire	<ul style="list-style-type: none"> Up to 3 days for funeral leave. 												
PAID VACATION	MTU	Three months from hire date	<ul style="list-style-type: none"> Employees will accrue vacation time biweekly at the following annual rates: <table border="0"> <tr> <td>1st yr</td> <td>5 days</td> </tr> <tr> <td>2nd-4th yr.....</td> <td>10 days</td> </tr> <tr> <td>5th-7th yr.....</td> <td>15 days</td> </tr> <tr> <td>8th-12th yr.....</td> <td>18 days</td> </tr> <tr> <td>13th-17 yr.....</td> <td>21 days</td> </tr> <tr> <td>18th & subsequent yrs.....</td> <td>24 days</td> </tr> </table>	1 st yr	5 days	2 nd -4 th yr.....	10 days	5 th -7 th yr.....	15 days	8 th -12 th yr.....	18 days	13 th -17 yr.....	21 days	18 th & subsequent yrs.....	24 days
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PAID HOLIDAYS	MTU	Date of Hire	<ul style="list-style-type: none"> Nine paid holidays: six are legal holidays; three are University designated holidays: day before Christmas, day before New Years, day following Thanksgiving. Personal day. 												

OTHER BENEFITS AND WELLNESS

BENEFITS	WHO PAYS	WHEN ELIGIBLE	WHAT YOU RECEIVE
EMPLOYEE EDUCATIONAL PROGRAM	MTU	Date of Hire	<ul style="list-style-type: none"> ▪ Must be an employee for duration of course. ▪ Deferment of tuition and fees for two MTU courses each semester.
TUITION REDUCTION INCENTIVE PROGRAM (TRIP)	MTU/Employee	Date of Hire	<ul style="list-style-type: none"> ▪ 50% discount on tuition for MTU classes. ▪ Spouse and/or dependents must be eligible.
WELLNESS PROGRAM	MTU	Date of Hire	<ul style="list-style-type: none"> ▪ Educates employees on various health issues. ▪ Sponsors and promotes health events. ▪ Tech Fit - encourages employees to keep healthy and active by offering reduced rate for health club memberships.
PARKING PRIVILEGES	MTU	Date of Hire	<ul style="list-style-type: none"> ▪ Parking in an assigned lot.
TRAVEL ALLOWANCES	MTU	Date of Hire	<ul style="list-style-type: none"> ▪ Allowances for lodging, meals and transportation while traveling on University business.
UNEMPLOYMENT COMPENSATION	MTU	Date of Hire	<ul style="list-style-type: none"> ▪ Compensation mandated by state laws to former MTU employees unemployed due to lack of work.
SOCIAL SECURITY	MTU/Employee	Date of Hire	<ul style="list-style-type: none"> ▪ Equal contributions by MTU and employee provide benefits at retirement, death or disability.
SAVINGS BONDS	Employee	Date of Hire	<ul style="list-style-type: none"> ▪ Payroll deductions for purchase of U.S. savings bonds.
PAYCHECK DEPOSIT	_____	Date of Hire	<ul style="list-style-type: none"> ▪ Automatic deposit of your paycheck in the bank of your choice.

ABOUT MICHIGAN TECH

Houghton, Michigan is the home of Michigan Technological University, in the heart of Upper Michigan's scenic Keweenaw Peninsula. Lake Superior is just a few miles from campus, and the surrounding area is perfect for virtually all types of seasonal outdoor activities - hunting, fishing, backpacking, boating, swimming, snowshoeing, cross-country skiing, and hiking. The University owns and operates Mont Ripley, a downhill ski area, as well as the Portage Lake Golf Course.

1/25/2005