

DUTCHESS COMMUNITY COLLEGE

SUMMARY OF INFORMATION REGARDING SALARIES AND MAJOR FRINGE BENEFITS FOR FULL-TIME FACULTY AND FULL-TIME ADMINISTRATIVE STAFF

The following benefits are accrued to full-time members of the Professional Staff as the result of Federal Laws, the Negotiated Agreement (2011-2015) between Dutchess United Educators and Dutchess Community College, and resolutions of the Board of Trustees:

SALARIES ARE PAID BI-WEEKLY ON FRIDAY:

- 1) Staff members are eligible to join the TEG Federal Credit Union and to authorize payroll deductions for deposits in the Credit Union.
- 2) Staff members may elect direct deposit for their paychecks. For further information about other payroll matters, consult the Payroll Department in Bowne Hall. The first paycheck will be a paper check with Direct Deposit thereafter.

HEALTH INSURANCE: Full-time professional employees at DCC may participate in one of the following plans:

- 1) EMPIRE BLUE CROSS BLUE SHIELD PPO – Provides in as well as out of network benefits.
- 2) MOHAWK VALLEY PHYSICIANS (MVP) – An independent practice association, which is a type of health maintenance organization.

The College pays the full cost of individual health insurance. Educators contribute 12.5% of the monthly premium for **Family** coverage. Employee contributions will be made on a pre-tax basis.

Employees may elect not to participate in the health insurance plan. Those who do so will receive a \$1,500 (taxable) payment per year, payable in October. Employees may change plans one time each year during the annual transfer period in the fall. Changes from individual coverage to family and vice versa can be made at any time.

DENTAL INSURANCE: Dutchess is self-insured. The plan pays the majority of preventative dental work and a portion of the costs of other services. The College pays the full premium costs.

LONG-TERM DISABILITY INSURANCE: All full-time professional staff members, upon completion of two years employment at DCC, are automatically covered by the College's total disability plan. Costs are borne in full by the College. For further information, contact the Office of Human Resources Management.

LIFE INSURANCE: Provided to all full-time members of the faculty and administrative staff. The insurance is provided in an amount equal the individual's annual base salary, rounded to the nearest thousand up to a maximum level of coverage of \$175,000. The College pays the full premium costs.

RETIREMENT PLANS: All full-time employees are required by law to elect one of the following retirement plans during their **FIRST 30 DAYS OF EMPLOYMENT:**

- 1) New York State Teachers' Retirement System
- 2) New York State Employees' Retirement System
- 3) Teachers' Insurance Annuity Association/College Retirement Equities Fund (TIAA-CREF) also known as Optional Retirement program (ORP)

Employer Contributions:

TRS and ERS are defined benefit retirement plans. Retirement benefits are determined through years of service and salary calculations.

The ORP is a defined contribution plan. In addition to the Employee contribution outlined below, the College will contribute 8% of salary for the first 7 years and 10% thereafter. All contributions will be made to the ORP upon completion of 366 days of service.

Once you become a participant in one of these programs, either through selection or by failure to make a timely election, you will not be able to change from one to another during future employment with SUNY.

Employee Contributions to Retirement: State law requires that employees hired after April 1, 2012 contribute a variable portion of their salary toward their retirement plan based upon their estimated gross annual wages as follows:

Wages of \$45,000 or less	3%
Wages between \$45,000 and \$55,000	3.5%
Wages between \$55,000 and \$75,000	4.5%
Wages between \$75,000 and \$100,000	5.75%
Wages of \$100,000 or more	6%

This contribution is withheld from the employee's paychecks. Employees with prior SUNY service may be entitled to a waiver of the deduction. Membership in TRS is limited to faculty and selected administrative positions.

TAX-DEFERRED ANNUITIES: DCC offers TDA's through TIAA/CREF and several other major insurance companies. In essence, these provide a means of increasing one's retirement benefits by reducing one's taxable gross salary. TDA's add to, rather than replace, mandatory retirement systems. In addition, employees are eligible to participate in the NYS Deferred Compensation Plan. Information on all plans is available in the Human Resources Office.

SOCIAL SECURITY: All employees who belong to a retirement system also participate in Social Security deductions and benefits.

SICK DAYS AND SICK LEAVE: Faculty members are entitled to 10 working days sick leave with pay for each year of service cumulative to a maximum of 165 days. Administrators are entitled to 12 working days sick leave with pay for each year of service cumulative to a maximum of 165 days.

PERSONAL LEAVE: Faculty members are granted three working days of personal leave per academic year. Administrators are granted four personal leave days. Unused personal days convert to sick leave at the end of each year.

VACATION: Non-Teaching Professional Staff (Administrators) are granted 21 working days vacation per year during the first five years of full-time service. After five years, 22 days are granted. Up to five unused vacation days may be carried over into the following year or may be “sold” back to the College.

HOLIDAYS: The College observes 12 holidays each year. An annual schedule is distributed each summer.

SABBATICAL LEAVE: Faculty members and administrators having six years of consecutive service are eligible for a sabbatical leave. Sabbatical leave may be granted up to a maximum of 5% of the faculty and 5% of the administrators each academic year consistent with the requirements of the College.

BOOK ALLOWANCE, TRAVEL FUNDS, COMPUTER HARDWARE/SOFTWARE: Faculty members and administrators are eligible to be reimbursed up to \$350.00 to cover the cost of conferences, professional books, journals, subscriptions, and computer hardware and software of a job related nature. Travel reimbursement under this provision is limited to approved conventions, conferences, seminars, and travel expenses that are part of an approved sabbatical leave proposal. Faculty and administrators are permitted to carryover any unused allowance in the next year of a two year cycle. All accruals are in the same two year cycle and no allowance may be carried over into a new cycle.

TUITION REIMBURSEMENT AND OTHER PROFESSIONAL DEVELOPMENT OPPORTUNITIES: Tuition reimbursement for approved graduate study is provided from DCC funds. In addition, SUNY tuition waivers are available for approved study at SUNY institutions. Additional funds are available to staff members for professional travel, instructional improvement projects, and such activities which contribute to the growth of the professional staff and which are related to one’s duties at the College. For additional information, see Article V of the Negotiated Agreement, as well as the Professional Staff Handbook and Guidelines for Improvement of Instruction Grants.

TUITION WAIVER: The College provides a tuition waiver for attendance at DCC. This applies to credit courses and the auditing of courses. Full-time educators, spouses, dependent children and stepchildren are eligible. The waiver of tuition shall be limited to a budget amount of \$150,000 during each year of the contract.

CREDIT-FREE TUITION WAIVER: Full-time educators may register without a fee for a JOB-RELATED Dutchess Community College credit-free course.

SUPPLEMENTAL HEALTH BENEFITS: Full Time educators may participate on a voluntary basis to AFLAC provided benefits. Coverage includes plans for short term disability, supplemental dental, accident, hospitalization, and cancer care.

FLEXIBLE BENEFIT PLANS: A Flexible Benefit Plan will allow you to participate in the benefits offered on a “pre-tax” basis. You will find that your taxable income will be reduced and your spendable income will increase depending on your specific circumstances.

- 1) A Health Care Reimbursement Plan enables you to elect to redirect a portion of your salary to pay for health care expenses not reimbursed by insurance. Generally, any expense listed under Section 213 of Internal Revenue Code is considered a reimbursable expense for this type of plan. The amount elected is deducted from your paycheck before taxes are calculated and the monies are reimbursed to you tax-free upon submission of an eligible expense.
- 2) A Dependent Care Reimbursement Plan allows you to redirect a portion of your salary to pay for the care of a child under age 13 for whom you claim on your federal income tax return or for the care of a spouse or other tax dependent who is incapable of caring for him or herself. This account lets you use pre-tax dollars to pay for eligible Dependent Care expenses.

Further information is available from the Director of Human Resources Management on all benefit plans.