

BENEFITS SUMMARY CONTRACTED FACULTY EMPLOYEES

Probationary Period	All new contracted employees, except temporary employees and Student Health Nurses, shall serve a three (3) year probationary period. <i>(Refer to Lane Community College Education Association Contract and Memoranda of Agreement for more information)</i>
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PAID LEAVE BENEFITS

Sick Leave	Eligibility begins on the first day of employment and accrues at the rate of twelve (12) days per academic year or 1.2 days per month employed, whichever is greater. This benefit is to be used for self-sick days or medical appointments, and is prorated based on FTE. Value of allowed sick leave at retirement shall be used in accordance with the Public Employees Retirement System (PERS) procedures to compute retirement benefits.
Personal Leave	Up to two (2) days per year, in half-day increments, based on FTE is to be granted under certain conditions. This benefit is used to deal with personal matters that are not covered by other leave categories. Any personal leave will be lost if not used prior to August 15th of the following fiscal year.
Emergency Leave	Up to five (5) days leave with pay per occurrence for death, serious illness, or accident in the employee's immediate family. Qualified family members are: spouse/domestic partner, parents, including step, children, including foster and step, brothers, sisters, grandparents, grandchildren, mother-in-law, father-in-law, son-in-law, daughter-in-law, sister-in-law, brother-in-law, members of the immediate household whose official residence is the same as that of the employee, persons for whom the employee is legally responsible, and persons who are dependent upon the employee for care.
Holidays	New Year's Day, Martin Luther King Jr.'s Birthday, President's Day, Memorial Day, 4 th of July, Labor Day, Veteran's Day, Thanksgiving Day and the following Friday, the last working day before Christmas day, Christmas day, the first working day after Christmas (when Christmas falls on a Wednesday, Wednesday, Thursday and Friday are observed as holidays) shall be considered paid holidays if the employee's work schedule incorporates such days so that he/she is required to work the last day preceding and the first day following the holidays, excluding weekends.

INSURANCE BENEFITS

Medical, Vision and Dental (Provided by ODS, Providence and Willamette Dental; administered by OEGB)	<p>Employees receive employee and dependent (spouse/domestic partner of a subscriber or any unmarried child of the subscriber who is under age twenty-five (25) years of age, who is dependent on the subscriber for support) coverage partially paid by Lane CC not to exceed the Agreement maximum amount.</p> <p>See Faculty Rate Charts/Benefit Summaries at: http://www.lanec.edu/hr/benefits/FacultyBenefits.htm</p>
Life Insurance (Provided by The Standard; administered by OEGB)	<p>Employee coverage includes \$100,000 life insurance coverage and \$50,000 accidental death and dismemberment (AD&D) coverage, paid by Lane CC not to exceed Agreement maximum amount.</p> <p>Supplemental life insurance is available for employees, spouse/domestic partner, and dependent children through payroll deduction. The premium for supplemental life is based upon the employee's or spouse/domestic partner's age.</p>
Long Term Disability Insurance (Provided by The Standard; administered by OEGB)	<p>Coverage to help protect employee's income in case of injury or illness. Elimination period of sixty (60) calendar days of continuous total disability or payment of accrued sick leave, whichever is longer. Benefits are calculated at 66 2/3% of basic monthly earnings not to exceed the maximum monthly benefit (\$8,000) reduced by income from other sources.</p>

MISCELLANEOUS BENEFITS

<p>Employee Assistance Program (Provided by Directions; administered by Cascade Health Solutions)</p>	<p>This plan provides free confidential professional counseling for any circumstance for you or anyone living within your household, as well as provides access to community resources, and follow-up care to ensure that you receive quality services.</p>
<p>Employee Health Clinic</p>	<p>Lane Community College Health Clinic provides health care for acute illnesses, minor injuries, and some chronic conditions. In addition, the clinic staff seeks to assist employees through patient education. Services provided free of charge include: emergency response, first aid, blood pressure checks, health education/pamphlets, referrals to community agencies and health care providers. Low cost services include: immunizations including flu vaccine and lab tests. All services provided are confidential.</p>
<p>Tuition Waiver</p>	<p>Unlimited tuition-free classes that are not in conflict with regular working responsibilities.</p> <p>Family tuition waivers are available for qualified dependents according to the Family Tuition Waiver guidelines.</p>
<p>Retirement (Public Employees Retirement Systems – PERS)</p>	<p>Membership after six (6) full calendar months of employment. If you were a PERS member in your previous employment, the waiting period is waived. Contribution is made by the employer and sent to PERS on behalf of the employee (6% of gross salary).</p>
<p>Early Retirement Insurance Benefits- Lane Community College</p>	<p>Early retirement benefits are available to employees who are between the ages of 55 and 65, are eligible to participate in PERS, and have been employed by Lane Community College for a minimum of 10 years.</p> <p>Insurance: Medical, vision, dental, and \$5000 of life insurance for the retiree; and medical, dental, and vision insurance for the spouse/domestic partner. The College contributes to the employee's and the spouse's/domestic partner's coverage based upon the two-party College-paid premium rate at the time of retirement. Upon the employee's qualification for Medicare coverage, spouse/domestic partner shall receive one-party medical, dental, and vision insurance until the spouse/domestic partner becomes Medicare eligible. Upon the death of an employee, spouse/domestic partner shall receive one-party medical, dental, and vision insurance until the spouse/domestic partner becomes Medicare eligible.</p> <p>Stipend: Employees who retire after age 58 but before reaching age 62 receive a monthly stipend of \$175, which is prorated for employees whose average FTE during the past 5 years of employment is less than 1.0. Employees who are at least age 55 and retire prior to age 58 will receive the lifetime benefit amount divided by the actual number of payment months</p> <p>Tuition Waiver: Eligible for one tuition free class per term.</p>

VOLUNTARY BENEFITS

<p>Flexible Benefits- Section 125 (Administered by OEA Choice Trust)</p>	<p>Section 125 of the Internal Revenue Code allows for establishment of individual non-taxable accounts to pay for expenses associated with certain types of health and dependent care expenses.</p> <p>Enrollment in Section 125 is offered to employees on a calendar year basis for qualified health care and dependent care expenses incurred during each plan year. Employees must re-enroll each plan year to participate in Section 125. The annual minimum contribution amount is \$240.00 each plan year. Once employees commit the minimum \$240.00 to the Section 125 health care account, the College will also contribute to the employee's health care account based upon the employee's enrollment level in the College's health insurance program. The College will contribute \$150.00/year for Employee Only, \$250.00/year for Employee + Spouse/Dependent; \$250.00/year for Employee + Children, and \$300.00/year for Full Family coverage.</p> <p>A) <u>MEDICAL PREMIUM</u> - expenses used to pay the group health premiums not paid by employer (e.g. portion of premium that is deducted from your pay). Exception: The IRS will charge taxes on the portion paid by the college for domestic partner's coverage.</p> <p>B) <u>HEALTH CARE EXPENSES ACCOUNT</u> - expenses incurred by employee, spouse or dependents that are not covered under a medical, dental or vision plan. Due to IRS regulations, expenses incurred by a domestic partner are not eligible for reimbursement under this plan.</p> <p>C) <u>DEPENDENT CARE EXPENSE ACCOUNT</u> - expenses relating to dependent care that enable the employee to work.</p> <p>The election choices you make for Section 125 cannot be changed during the year except in the following cases:</p> <ul style="list-style-type: none"> - There is a change in your family status, including marriage, death, divorce, and the birth or adoption of a child. - Termination, commencement of employment, or change in FTE status of employee or spouse/domestic partner. - Annual open enrollment period
<p>Optional Tax Sheltered Annuities</p>	<p>The College offers a list of Tax Sheltered Annuity providers from which you may choose. Contributions are made through payroll deduction on a pre-tax basis under IRS tax codes 403(b) and 457.</p>
<p>Long Term Care Insurance (Provided by UNUM)</p>	<p>Long Term Care insurance is available through a partnership with Unum Life Insurance Company. This insurance fills the gap of custodial care by paying for home health care, adult day care, assisted living and nursing facility costs, should you lose your ability to conduct daily activities or suffer a severe cognitive impairment.</p>

NOTE: This is a general description of benefits. Full details are in the official working agreement and insurance agreements.