
Vacation Days:
10 days per year for up to 4 ½ years; 15 days per year for 4 ½ to 9 ½ years;
20 days per year for 9 ½ to 10 ½ years; 25 days per year for 19 ½ years and over;
Maximum accrual of two times annual allowance.

Sick Days: 12 days per year - maximum accrual of 120 days (960 hours) 3.69 hours each pay period

Personal Days: 5 days awarded in January for use during the following year. Pro-rated according to hire:
5 days: Jan. – Mar. 31;
3 days: Apr. 1 – Jun. 30;
1 day: July 1 – Sept. 30;
0 day: Sept. 30 – Dec. 31

Direct deposit into checking, savings account, or credit union

State Retirement Program: Employee contributes 9% plus additional 2% on amounts over $30,000. Employee contributions may be withdrawn upon leaving state service but some interest is paid only if service exceeds 5 years. Full interest is paid only if service exceeds 10 years.

Health Insurance: Choice of GIC Indemnity Plans or HMOs; monthly deduction is pre-taxed; 75% University paid; 25% employee paid.
NOTE: Coverage begins on the first day of the month following 60 calendar days of employment. Open enrollment every April – effective July 1st.

$5,000 Basic Life Insurance $1.58/month

Optional Life Insurance: Up to 8 times salary, employee paid. NOTE: Late enrollees must provide proof of good health.

Long Term Disability Insurance:
Optional, employee paid.
NOTE: Late enrollees must provide proof of good health.

Dental Insurance: Optional. If not elected at time of hire, must wait until open enrollment period in December.
Coverage begins on the first day of the month following 60 calendar days of employment.
$22.80/month for individual coverage;
$45.60/month for family coverage.

Tax Sheltered Annuities 403(b): Fully paid by the employee, except as authorized by the Trustees – state and federal tax deferred up to $18,500

State Employees Deferred Compensation Plan 457(b): Fully paid by the employee - state and federal tax deferred up to $18,500

Tuition Benefits: For tuition reimbursement details and required forms, please visit: https://www.umassp.edu/employee-center/tuition-waiver-remission.

Dependent Care Assistance Program (DCAP): Pre-tax deduction up to $5,000 for child care or other dependent care expenses. If not elected at time of hire, must wait until open enrollment (April) or if a “change in status” occurs. ($2.50/month pre-tax administrative fee)

Health Care Spending Account (HCSA): Pre-tax deduction from $250 up to $2,650 for non-covered health-related expenses. If not elected at time of hire, must wait until open enrollment (April) or if a “change in status” occurs. ($2.50/month pre-tax administrative fee)

Additional Benefits/Perks:
• Sick Leave Bank (Short-term plan – no cost)
• MetLaw Legal Plan ($18.25/month)
• Auto/Homeowners/Renters Insurance – Group discount 529 College Savings Program
• Special Employee Discounts

HR website: www.umassp.edu/hr

Policies and Guidelines: https://www.umassp.edu/hr/related-policies-procedures

HR Handbook: https://www.umassp.edu/hr/employee-handbook

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