



## UMASS PRESIDENT'S OFFICE NON-UNIT PROFESSIONAL STAFF BENEFITS

**Holidays:** 11 paid per year: New Year's Day, MLK, President's Day, Patriot's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, Christmas Day

**Vacation Days:** 20 days per year - maximum accrual of two times annual allowance, including longevity days (46 days/368 hours) 6.15 hours each pay period

**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

**Longevity Days:** An additional vacation day awarded based on University service: 1 day after 5 years; 2 days after 10 years; 3 days after 20 years.

**Direct deposit** into checking, savings account, or credit union

### Choice of Two Mandatory Retirement Plans:

- **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 Employee contributions may be withdrawn upon leaving state service but some interest is paid only if service exceeds 5 years.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.
- **Optional Retirement Program:** Alternative to the State Employees' Retirement System that provides flexible and portable pension benefits. It is a defined contribution plan that provides income based on the investment performance of your individual account balance, which you decide how to invest.

**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 1<sup>st</sup>.

\$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 \$19,000.

**State Employees Deferred Compensation Plan 457(b):** Fully paid by the employee - state and federal tax deferred up to \$19,000.

**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 childcare 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 \$2,700 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](http://www.umassp.edu/hr)

Policies and Guidelines:

<https://www.umassp.edu/hr/related-policies-procedures>

HR Handbook:

<https://www.umassp.edu/hr/employee-handbook>