



UNIVERSITY OF GREAT FALLS SUMMARY OF BENEFITS FOR 2011 – 2012

All benefit eligible employees enjoy the following:
(Subject to change without notice)

Medical and Dental Insurance: The University offers two health insurance plan options as well as a dental insurance plan. Please see the enclosed details.

Vision Discount Plan: The University provides a vision discount plan through VSP. Additional coverage is offered, see enclosed details.

Holidays: At least 12 paid holidays each year as listed in the Vacations and Holidays Policy.

Vacation: At least two weeks paid vacation per year as listed in the Vacations and Holidays Policy of the employee manual (this does not apply to faculty and coaches).

Personal Day: One day per fiscal year to be taken between July 1 thru June 30 (this does not apply to faculty).

Sick: One day of paid sick leave is earned each month (14 days per contract year for faculty).

Other Leave: The University provides for Military Leave, Bereavement Leave, and Jury Duty Leave.

Life and Accidental Death and Dismemberment Insurance: The University provides a \$20,000.00 benefit (benefit reduces to 10,000 after age 69). Employees may purchase additional life insurance tailored to their specific needs.

Long Term Disability Insurance: The University provides long term disability insurance.

Retirement: The University contributes 3% of the employee's base salary to a retirement account through TIAA CREF after one year of service or the date of the employee's 25th birthday, whichever comes later. Employees may contribute pre-tax contributions to TIAA CREF beginning from their day of hire.

Flex Plan or Health Savings Account: The flex plan offers the option of placing pre-taxed dollars in accounts for medical and day care purposes. The health savings account provides a pre-tax option for health expenses for participants who choose the high deductible health plan.

Tuition Allowance: The University grants employees, spouses and dependents under the age of 25 who are legal dependents of the employee, opportunity for remission of tuition and fees at the University and at other higher educational institutions.

Employee Assistance Program: This confidential program assists employees with resolving problems related to marital, family, mental, emotional or financial distress, alcohol and drug abuse.

Employee Discounts: Employees receive discounts at Food Service and the Campus Bookstore as well as a discounted purchase price for Microsoft Office Enterprise products and a discount on a personal Verizon Wireless account. Employees and families receive free admission to all sporting events.

University Facilities: Employees and their immediate families may utilize the library, computer lab and McLaughlin Center, including the Wellness Center.

Please refer to the Personnel Manual for Details

Courage MAKES EVERYTHING POSSIBLE.