



# Eastern Wyoming College

## 2018-2019 Employee Benefits Summary

This handout is a summary of benefits for eligible faculty and staff. It is information only. This summary does not purport to represent the rights or liabilities of the parties pursuant to the underlying policies, contracts, or law. Contact the Human Resources Office for further information at 307-532-8307 or -8330.

### **HEALTH INSURANCE**

The State of Wyoming Health Insurance Plan provides health and dental coverage for EWC employees. Approximately 85% of current premiums are covered by EWC and the State of Wyoming. Coverage begins on the first day of the month following date of hire. The plan provides a wellness benefit for all covered participants. To estimate your premium rates, please go to <http://personnel.state.wy.us/EGI/Indes.htm>.

### **DENTAL COVERAGE**

Two dental plans are available: 1) preventive (required with the health plan) and 2) optional (provides coverage for restoration). Both plans are part of the Delta Dental Plan network. Employee costs are slightly higher if their dentist is not in the Delta Dental network.

### **LIFE INSURANCE (includes Accidental Death & Dismemberment coverage)**

Life Insurance and AD&D premiums vary depending on age; costs increase with age. The death benefit is \$50,000 through age 59 and declines afterwards. All dependents can be covered under the life insurance plan for a single nominal premium. Additional insurance is available through the Wyoming Retirement System.

### **FLEXIBLE BENEFITS PLAN**

The State of Wyoming Employees' Group Insurance offers a flexible benefits plan with two parts: 1) choose to pay eligible medical insurance premiums on a pre-tax basis; 2) participation in a reimbursement account that allows you to contribute pre-tax dollars to pay eligible medical expenses or eligible dependent day care expenses.

### **DEFERRED COMPENSATION**

The state provides a voluntary deferred compensation plan. All contributions are tax deferred until the time of withdrawal. This is an employee-funded benefit; there are no matching EWC or state funds. A Roth 457 (after-tax plan) is also available.

### **RETIREMENT**

Retirement contributions are 17.12% of the employee's monthly salary and are paid by EWC. Employees choose either the Wyoming Retirement System (WRS) or TIAA-CREF. Employees become fully vested in TIAA-CREF after the first contribution is made. WRS vestment happens after 48 continuous contributions have been made. Currently, EWC pays 100% of both the employers and employees share of retirement.

### **HEALTH/WELLNESS LEAVE**

Health/Wellness (sick) Leave is earned at the rate of 1.5 days per month worked. Maximum allowable accumulation is 120 days.

### **PAID LEAVE**

Paid Leave days are earned by all permanent benefitted administrative, professional and classified employees. Carry over from one fiscal year to the next, of one half of the total number of Paid Leave days for which you are eligible, is permitted. Additional carry-over days may be granted with special permission from the

President. Earned days are pro-rated according to the number of months and percent of full-time defined in the employee's contract/appointment, and their position's DBM on the Salary Schedule:

**Administrators & Professional**

*DBM C41-E83* – earn 1.75 days per month worked

**Classified Staff** (Increases occur on the employee's date of hire anniversary.)

*DBM B23-B32* – earn 1.5 days per month worked for the first five (5) years of service; 1.75 days per month worked after five (5) years of service

*DBM A11-B22* – earn one (1) day per month worked for the first five (5) years of service; 1.5 days per month worked for five (5) to ten (10) years of service; and 1.75 days per month worked after ten (10) years of service.

**RECESS**

Recess days are provided to all benefitted college instructional faculty who are assigned instructional duties by full-time employment contract. Recess days are determined by the academic calendar, and must be taken during the non-instructional days identified on the academic calendar, and may not be carried over from one fiscal year to the next. They are pro-rated according to the number of months and percent of full-time defined in the employee's contract, and their level on the salary schedule based on the same criteria as above.

**FY19 COLLEGE CLOSURE DAYS & HOLIDAYS**

Holidays:

Independence Day	Wednesday, July 4, 2018
Labor Day	Monday, September 3, 2018
Thanksgiving	Thursday & Friday, November 22 & 23, 2018
Christmas	Tuesday, December 25, 2018
New Year's Day	Tuesday, January 1, 2019
Martin Luther King, Jr. Day	Monday, January 21, 2019
Good Friday	Friday, April 19, 2019
Memorial Day	Monday, May 27, 2019

College Closure Days:

Fair Day	Thursday, August 9, 2018 (Goshen County)
Christmas	December 26-31, 2018 (Return to work Wed, Jan 2, 2019)

**COOPERATIVE University of Wyoming (UW) AGREEMENT**

Benefitted employees may take one UW class of three credit hours or less, tuition free each term (fall, spring, summer) of the year.

**EWC TUITION & MERCHANDISE DISCOUNT**

Every benefitted employee may take EWC tuition-free credit classes each semester. The spouse of an employee and any dependent children may enroll at half-tuition for any number of credit classes. Employees and their family members also enjoy a Fitness Center benefit.

There is a 10% discount in the college bookstore for college employees and a 10% discount for merchandise purchased from the EWC cosmetology program.

EWC employees are admitted free of charge to athletic events and most cultural events.