

## Statement of Benefits for Full-Time Faculty

(Includes Full-Time Faculty belonging to the PA Federation of Teachers Faculty Bargaining Unit)

Effective 07/2025

- **Medical Insurance** (*UPMC Consumer Advantage – HRA EPO - Premium Network*) Employee contribution amount is 11% of the actual premium for the level of coverage selected. Coverage begins on the first day of employment. The College pays the \$1,250/\$2,500 annual deductible.
  - Employee Only - \$42.08/pay
  - Employee plus Spouse - \$113.51/pay
  - Employee plus Child(ren) - \$101.39/pay
  - Family Coverage - \$130.41/pay
  - Opt out of medical coverage for \$100 cash payment per pay (\$2,600 per year)
- **Dental Coverage** (*UPMC Dental Advantage*) Premium fully paid by the College for full-time employees. Coverage begins on the first day of employment. Employee may elect to upgrade coverage level as follows:
  - Employee plus Spouse - \$15.78/pay
  - Employee plus Child(ren) - \$17.77/pay
  - Family Coverage - \$38.70/pay
- **Vision Coverage** (*UPMC Vision Care – Prime Plus*) Premium fully paid by the College for full-time employees. Coverage begins on the first day of employment. Employee may elect to upgrade coverage level as follows:
  - Family - \$5.50/pay
- **Short Term Disability** (*Mutual of Omaha - 67% of weekly pay, maximum of \$1,800 per week*) Premium paid by the College. Coverage begins on the first day of employment.
- **Long Term Disability** (*Mutual of Omaha - 66⅔% of monthly pay, maximum of \$7,800 per month*) Premium paid by the College. Coverage begins on the first day of employment.
- **Life Insurance** (*Mutual of Omaha - 2 times annual salary*) Premium paid by the College. Coverage begins on the first day of employment.
- **Voluntary Insurance** (*Mutual of Omaha*) Employees may voluntarily obtain various supplemental insurances offered by an outside vendor. These options are 100% paid by the employee.
- **Voluntary Pet Insurance** (*Met Life*) Employees may voluntarily obtain pet insurance offered by an outside vendor. This option is 100% paid by the employee.



- **Retirement Benefits** (TIAA-CREF) Pennsylvania Highlands Community College will contribute 10% of employees' base salary. Employee must contribute 4% of base salary. Voluntary contributions over 4% can be elected by the employee to the maximum allowed by law.
- **Sick Leave** – Faculty receive 80 hours of sick leave each fiscal year. Faculty with a mid-year hire date will receive a pro-rated amount for the year in which they are hired. Faculty may accrue unused sick leave up to 50 days dependent upon years of service.
- **Personal Leave** – Faculty will be provided with three eight-hour days (24 hours total) of personal leave each fiscal year. Faculty with a mid-year hire date will receive a pro-rated amount for the year in which they are hired. Faculty may rollover eight (8) hours of personal leave, if available, at the end of the fiscal year, to their sick leave bank.
- **Community Service Leave** – Faculty will receive eight (8) hours of community service leave annually which can be used in one-hour increments. The community service leave must be related to a College or College Foundation event, a College sponsored event/activity, or to fulfill the responsibilities of a community service board related to College work, including discipline or program-related activities.
- **Sabbatical Leave** – Faculty members with a minimum of six (6) years of full-time teaching experience at the College and having attained tenure may apply for sabbatical leave for the purpose of formal education, research, or other professional development opportunities that are related to their responsibilities as a faculty member.
- **Bereavement Leave** – Five (5) consecutive College days for immediate family; Three (3) consecutive College days for near relatives; One (1) College Day for other relatives.
- **Jury Duty Leave** – Jury Duty service will be paid by the College upon approval from the President with the submission of a jury duty summons and verification of attendance.
- **Family and Medical Leave** – The College will comply with the Family and Medical Leave Act (FMLA) which grants up to 12 workweeks of unpaid, job-protected leave (or 26 weeks of military caregiver leave) during a 12-month period to eligible employees.
- **Military Leave under USERRA** – The College will comply with the regulations of the Uniformed Services Employment and Reemployment Rights Act (USERRA) of 1994 and any applicable laws in Pennsylvania as they relate to military/uniformed service.
- **Health Activity Reimbursement** – \$150 reimbursement per calendar year toward a membership in a health club or fitness center.
- **Professional Development** – Employees may attend off-site seminars, conferences, or workshops annually that will be paid for by the College. All requests for professional development are subject to review & approval based on the College's annual budget established for these programs.
- **Tuition Waiver Policy** – Full-time faculty, spouses, and dependent children (IRS rules) of full-time faculty receive a 100% tuition waiver for a maximum of sixty-eight (68) credits per individual. Dual enrollment credits qualify & are included in the sixty-eight credits (68) maximum.
- **Tuition Reimbursement** – Full-time faculty employees who are completing graduate-level coursework from an accredited institution may request reimbursement of up to 50% of the tuition per course. All requests require pre-approval and approved requests will be placed in the funding pool. The amount reimbursed is based on available funds and the number of employees requesting reimbursement.

### **Other Employee Perks**

- Employee Appreciate Events
  - Employee Picnic
  - Employee Recognition
  - Holiday Party
  - Ice Cream Socials
- August - May Contract
  - Paid bi-weekly over 12-months (26 pays per year)
- Exempt from College's Dress Code Policy
  - Encouraged to wear business casual attire that is presentable, clean, & without holes.
- Opportunities to earn additional income.
- Employees are eligible to receive discounts & perks from various providers such as Verizon, Dell, Microsoft, Southern New Hampshire University, etc.
- Pennsylvania Highlands Community College is a **qualified employer** and participates in the **Public Service Loan Forgiveness** (PSLF) program. For more information on PSLF, visit [www.StudentAid.gov/publicservice](http://www.StudentAid.gov/publicservice).