



## 2022 INSTRUCTIONAL ASSISTANT BENEFIT SUMMARY SHEET

BENEFIT	DESCRIPTION
<p><b>Medical Insurance</b></p> <p><b>90 Day waiting period for new hires for health insurance, effective 3/21/2022.</b></p> <p><b>Health Insurance Waiting Period Policy:</b>  <i>Employees hired on or before the 25<sup>th</sup> of the month will have active coverage effective the 1<sup>st</sup> day of the third month of employment (the first of the month following 90 days of employment) i.e. DOH 8/22/2022 HI effective date 12/1/2022.</i>  <i>Employees hired on or after the 26<sup>th</sup> of the month will have active coverage on the 1<sup>st</sup> day of the fourth month of employment (the first day of the month following 90 days of employment) i.e. DOH 8/29/2022 HI effective date 1/1/2023.</i></p>	<p><b><u>NYSHIP Empire Plan PPO</u></b></p> <p>Individual: \$112.88/month            Family: \$205.21/month</p> <p>\$1,500 paid annually to the employee if you already have health insurance elsewhere</p>
<p><b>Dental Insurance</b></p> <p><b>Dental and Vision Insurance Waiting Period Policy:</b>  <i>Employees hired on or before the 25<sup>th</sup> of the month will have active coverage effective the 1<sup>st</sup> day of the month following the date of hire. I.e. DOH 8/22/2022 effective date 9/1/2022.</i>  <i>Employees hired on or after the 26<sup>th</sup> of the month will have active coverage effective the 1<sup>st</sup> day of the SECOND month following the date of hire. I.e. DOH is 8/29/2022 effective date 10/1/2022.</i></p>	<p><b><u>Delta Dental PPO</u></b></p> <p>Individual Coverage: \$49.06/month            Employee &amp; Spouse: \$90.50/month            Employee &amp; Child(ren): \$84.43/month            Family Coverage: \$131.32/month</p>
<p><b>Vision Insurance</b></p>	<p><b><u>Guardian Vision:</u></b></p> <p>Individual Coverage: \$7.01/month            Family Coverage: \$15.10/month</p>
<p><b>Group Life/AD&amp;D Insurance</b></p>	<p>No employee contributions, paid entirely by the College. Value is salary rounded to the next thousand.</p>



# SUNY SULLIVAN

<b>Voluntary Life Insurance</b>	<p>Employees at SUNY Sullivan have the option to purchase their own life insurance policy and have it paid through payroll deductions. This benefit is offered through Colonial. By purchasing this insurance as an employee you receive it at a discounted, group rate.</p>
<b>Short Term Disability</b>	<p>Employees at SUNY Sullivan have the option to purchase their own short term disability insurance policy and have it paid through payroll deductions. This benefit is offered through Aflac or Colonial. By purchasing this insurance as an employee you receive it at a discounted, group rate.</p>
<b>Long Term Disability</b>	<p>No employee contributions, paid entirely by the College. Value is salary rounded to the next thousand. Must be a full time employee at SUNY Sullivan for 14 months prior to being eligible for this benefit.</p>
<b>Dependent Care/Flexible Spending</b>	<p>Employees at SUNY Sullivan have the opportunity to enroll in a flexible spending program that can be used for Dependent Care expenses and/or FSA items. This benefit is offered through Paychex.</p>
<b>Voluntary Accident/Critical Illness coverage</b>	<p>Coverage is offered through Aflac or Colonial and paid through payroll contributions. By purchasing this insurance as an employee you receive it at a discounted, group rate.</p>
<b>Paid Time Off</b>	<ul style="list-style-type: none"> <li>• Vacation Time: 308 hours annually, 25.67 hours per month</li> <li>• Sick Time: 84 hours annually, 7 hours per month</li> <li>• Personal Time: 35 hours annually, 3 hours per month</li> <li>• Bereavement: 4 days annually</li> <li>• Cancer Screening: 4 hours annually</li> <li>• Instructional Assistants are also not required to work during Spring break</li> </ul>



# SUNY SULLIVAN

<b>Holidays</b>	SUNY Sullivan observes the following holidays, some are observed on the traditional date, while others are floated to winter break. Labor Day, Columbus Day, Election Day, Veteran's Day, Thanksgiving Day, Day after Thanksgiving, ½ Day Christmas Eve, ½ Day New Year's Eve, Christmas Day, New Year's Day, Martin Luther King Jr. Day, Lincoln's Birthday, Washington's Birthday, Memorial Day, Juneteenth, and Independence Day
<b>Summer Fridays</b>	SUNY Sullivan is closed on Fridays during the summer. From the Friday after Commencement to the first full week in August. Employees have the option to work a condensed 35-hour per week schedule or use benefit time to cover Friday's hours.
<b>NYS Retirement</b>	Employees at SUNY Sullivan have access to state retirement, ERS, TRS, or the SUNY ORP. Employees also have access to NYS Deferred Compensation and optional 403(b) plans.
<b>403 B Plan</b>	Employees at SUNY Sullivan have the opportunity to save money for retirement using a 403(b). You have the option to choose from the following four vendors. AIG/VALIC, Voya, TIAA, and Fidelity. Employees can contribute any amount they would like to their plan.
<b>NYS Deferred Compensation</b>	Employees at SUNY Sullivan have the opportunity to save money for retirement using a 457. The vendor for this option is New York State Deferred Compensation.
<b>NYS 529 College Savings Plan</b>	Employees at SUNY Sullivan have the opportunity to save for their children's college fund using a 529 College Savings Plan.
<b>Tuition Assistance</b>	<p>SUNY Sullivan offers tuition reimbursement through SUNY. In order to qualify employees must currently be enrolled in a degree program at another SUNY school.</p> <p>SUNY Sullivan also offers free classes to employees who enroll in classes at the College.</p>



# SUNY SULLIVAN

<b>Employee Assistance Program (EAP)</b>	SUNY Sullivan employees have access to our free and comprehensive Employee Assistance Program. The EAP is not just for counseling services, but help with financial, legal, career services, trainings, and more!
<b>Tickets At Work</b>	Employees of SUNY Sullivan have access to TicketsAtWork, a free benefit for discounted national & local experiences, travel & entertainment, and more!
<b>On-Site Day Care</b>	SUNY Sullivan has childcare on campus. This is available to all employees and students. Enrollment in the Preschool program is open to children ages 3-5 years old. Employees receive a 10% discount.
<b>More Unique Benefits at SUNY Sullivan</b>	<ul style="list-style-type: none"><li>• On-campus community garden</li><li>• Solar field</li><li>• Wellness committee</li><li>• Apiary</li><li>• Walking trails</li><li>• Use of on-campus gym facilities</li><li>• Volleyball court</li></ul>