

**SUMMARY OF EMPLOYEE BENEFITS
FIVE COLLEGES, INCORPORATED (FCI)
FEBRUARY, 2017**

Employee benefits play an important role in making Five Colleges a great place to work. In a very real sense, benefits are as much a part of your earnings as your regular cash compensation, both comprising your “total compensation.” FCI’s comprehensive benefits program is competitive with those offered by institutions in higher education.

All regular full-time and regular part-time employees, their domestic partners, and dependents are eligible for an array of benefits related to health and wellness and to financial and professional development/educational support. Some of these benefits are paid for by FCI and some are partially or fully paid for by employees.

This list will provide you with a brief overview of the benefit plans and other employee resources that are available to FCI employees. Shortly following your date of hire, the FCI business office reviews with you with a benefits enrollment packet that more fully describes FCI’s employee benefits. People in the business office are available throughout your employment to answer questions about benefits and to refer you to additional benefits resources.

The next page contains summaries of each benefit.

Health and Wellness

- **Paid time** – Vacation (up to 25 days/year), Sick Time (up to 12 days/year), Personal Time (up to 3 days) and Holidays (~8 days).
- **Parental Leave** – New parents are granted the first six weeks as paid leave.
- **Health Insurance** – Individual, Individual + children, two adults, family – more than 50% paid by FCI.
- **Flexible-spending Account (FSA)** – Use pre-tax dollars through payroll deduction to pay for out of pocket medical and dependent care expenses.
- **Health Reimbursement Account (HRA)** – Financial reimbursement to help pay for the cost of Copay expenses for Hospital Inpatient and Outpatient Day Surgery.
- **Dental Insurance** – FCI contributes a portion of the dental –insurance premium.
- **Life Insurance, Long-term Disability insurance** – Basic coverage paid by FCI, with affordable supplemental coverage available to employees.
- **Employee- Assistance Program** – Confidential services and abundant resources to help employees preserve their own wellbeing and good work-life balance.

Financial

- **Retirement 403b plan** – Employees may contribute from day 1 of employment. After 1 year of employment or if the employee is already enrolled in an eligible 403b plan, FCI will contribute 10% of salary, provided the employee contributes 5%.
- **Credit Union** – automatic eligibility to join the UMass Five College Federal Credit Union.
- **Transportation subsidy** – Eligible enrolled employees receive a subsidy of \$50 per 2-week pay period. Eligibility is for regular full-time or part-time employees residing at least 15 miles from 97 Spring Street office, Amherst, whose pay rate is less than \$40,000 annually.

Educational

- **Continuing Professional Development** – In-service training, academic courses, workshops, special events, and conferences.
- **University of Massachusetts Amherst Tuition Waiver** –For eligible employees after 6 months of employment, free tuition for approved classes.
- **Tuition Assistance for Employees, Spouses, Domestic Partners, and Dependent Children** Financial tuition assistance for enrolled students at an accredited four-year college or university or an accredited two-year college, up to \$900 per semesters according to program guidelines.