



Leave

Additional information on all types of leave is available from the Office of Human Resources.

1. Leave and Holiday Benefits

- Nine-month faculty or staff schedules are set by the academic calendar.
- Twelve-month faculty or staff earn annual leave as follows:

Classified Staff

1-3 years	8 hrs. a month
4-5 years	10 hrs. a month
6-12 years	12 hrs. a month
13-20 years	14 hrs. a month
20+ years	15 hrs. a month

Non-Classified or Faculty

1-12 years	12 hrs. a month
13-20 years	14 hrs. a month
20+ years	15 hrs. a month

Annual leave may accumulate to 240 hours.

2. Sick Leave

Faculty and staff earn sick leave at one day (8 hrs.) per month of service. Sick leave may accumulate up to 960 hours.

3. Family and Medical Leave Act

This benefit provides for up to 12 work weeks of unpaid leave for the following reasons:

- Birth of a child and subsequent care;
- Child placement with faculty or staff member for adoption or foster care; or
- Serious health condition of faculty/staff member, spouse, child, or parent.

4. Catastrophic Leave (staff only)

This leave is designed to cover absence from work for catastrophic illness or injury by the staff member when normal annual and sick leave have been exhausted. A staff member must meet state and university requirements to be eligible for this benefit.



Credit Union

(Arkansas Federal Credit Union) SAU employees may join, and SAU will deduct an elected amount through payroll deduction.



Payroll Distribution

SAU payroll is distributed on a monthly basis on the last working day of the month.

Direct Deposit is required. A deposit may be made to one or more bank accounts as directed by employee.



Equal Employment Opportunity Affirmative Action Statement

This policy of SAU, Magnolia, has been and continues to be that cultural diversity is essential to the educational process. The objective of SAU is to recruit, hire, educate, train, and promote into all job levels the most qualified applicants without regard to race, color, religion, sex, age, national origin, or disability. SAU is an equal employment opportunity and affirmative action institution of higher education.

Inquiries or complaints concerning provisions of the Americans with Disabilities Act should be addressed to the director of the Office of Counseling and Testing, Reynolds, Room 216. All other inquiries or complaints should be addressed to the vice president for administration and general counsel, Overstreet Hall.

SOUTHERN ARKANSAS UNIVERSITY™

www.SAUmag.edu

2018-2019

Fringe Benefits





Medical Insurance

BlueCross BlueShield
BlueAdvantage Administrators

1. Cost

Monthly Premiums

Annual Base Salary	Single	Employee/ Child	Employee/ Spouse	Family
Up to \$35,000	\$8	\$199	\$287	\$399
\$35,001 to \$45,999	\$12	\$204	\$294	\$409
\$46,000 to \$65,999	\$16	\$209	\$300	\$418
\$66,000 and above	\$25	\$220	\$315	\$440

- a. In-Network:** 80/20 Co-insurance
 \$575 Deductible Individual
 \$1,150 Deductible Family
 \$2,000 Co-insurance Max (Individual)
 \$4,000 Co-insurance Max (Family)
- b. Out-Network:** 60/40 Co-insurance
 \$1,150 Deductible Individual
 \$2,300 Deductible Family
 \$8,000 Co-insurance Max (Individual)
 \$16,000 Co-insurance Max (Family)

Emergency Room Co-payment - \$100
Routine Preventive Care - 100%, No Deductible

2. Prescriptions

Generic Brand Name Preferred

Retail Co-pay\$10\$30 \$50
(34-day Supply)

Mail-order Co-pay\$20\$60 \$100
(90-day Supply)

DENTAL INSURANCE (VOLUNTARY)

VISION INSURANCE (VOLUNTARY)



Unemployment Insurance

Coverage is paid by SAU.



Life Insurance

The amount of coverage is as follows:

- Nine-month faculty/staff contract amount times 1.65
- Twelve-month faculty/staff contract amount times 1.50

Accidental death/dismemberment coverage included and is paid by SAU.



Social Security

All faculty/staff are included in the social security system, and SAU matches the employee contribution.



Workers' Compensation Benefits

Coverage is paid by SAU. The State of Arkansas requires faculty and staff to use a managed care network. Contact the Office of Human Resources for information.



Retirement Programs

All full-time employees are required to participate in a retirement program.

The primary retirement program is a Defined Contribution Program (403-b). There are three options:

- Option 1** – TIAA-CREF (403-b)
- Option 2** – Fidelity(403-b)
- Option 3** – TIAA-CREF and Fidelity Combination

Employee must contribute 4% to 8%. SAU will match the employee contribution plus 2% to a maximum of 10%. Contributions may be tax deferred. Vesting occurs monthly.



Long-Term Disability

Must be employed for 90 days to be eligible. Monthly benefits begin six months after the date the disability occurred. This benefit will pay up to 60% of the monthly wage base up to maximum monthly benefit of \$8,000 to the employee and up to 12% of the monthly wage base to the employee's retirement account. Coverage is paid by SAU.



Flexible Spending Plan

Internal Revenue Section 125 plan for faculty and staff that reduces taxable income for medical, health insurance, and child care expenses withheld in accordance with IRS guidelines. Payroll deductions included in this plan are not subject to federal, state, or social security taxes.



Tuition Waiver

Full in-state tuition waiver is provided for faculty, staff, spouse, and unmarried dependent children through the age of 25. Eligibility begins the term after the date of employment.



Arkansas State Employee Association

ASEA is an organization of state employees that provides information and services to state employees. Membership dues can be paid through payroll deduction. Some insurance options are available through ASEA that are not available in the SAU fringe benefits package. For more information go to www.asea.org.