

McNeese State University Employee Benefit Fact Sheet

RETIREMENT PLANS: All eligible employees are **required** to participate in a Louisiana state retirement system plan in accordance with the guidelines for such. The employee contribution is currently set at 8% of gross and is tax sheltered. The employer contribution rate is set annually.

Classified Employees: Current state laws require all eligible employees to enroll in the Louisiana State Employees Retirement System (LASERS). LASERS is a defined benefit plan which guarantees a benefit based on your age, years of service, and final average compensation at retirement. For more information regarding LASERS benefits, you may visit the website at www.lasers.state.la.us. You may register for a pin number on the active member's webpage that will allow internet access to important personal membership account information.

Unclassified Administrators, staff, and faculty: Current state laws require all eligible employees to enroll in the Teachers Retirement System of Louisiana (TRSL), or an Optional Retirement Program which is an alternative retirement plan provided by a private carrier. TRSL is a defined benefit plan which guarantees a benefit based on your age, years of service, and final average compensation at retirement. For more information regarding TRSL benefits, you may visit the website at www.trsl.org. You may register for a pin number on the member's webpage under member's access that will allow internet access to important personal membership account information.

The State of Louisiana has entered into contract with the following companies to represent the Optional Retirement Program:

- AIG-Valic (www.valic.com)
- TIAA-Cref (www.tiaa-cref.org)
- ING (www.ingretirementplans.com)

The ORP is a defined contribution plan. These contributions are invested by the designated ORP carrier in the options chosen by the member. The performance of the member's investments determines the retirement benefit.

There are limited exceptions to membership in either state retirement plan based on age at hire and/or prior participation/vesting in another federal or state retirement system program.

IMPORTANT INFORMATION CONCERNING SOCIAL SECURITY (FICA TAX WITHHOLDING): State of Louisiana regulations do not allow withholding for FICA tax (Social Security) when the employee participates in a mandatory state retirement system.

Government Pension Offset: reduction for spouse's or widow(er)'s benefit

Normally, when your spouse retires on Social Security, you are eligible for 51 percent of your spouse's benefit if you are at least age 62. However, since you are eligible for a benefit from TRSL, you may be subject to the Government Pension Offset. You will not have a reduction in your benefit from Social Security, if you meet one of the following conditions:

- You were eligible to retire before December 1982, and you meet all the requirements for Social Security spouse's benefits in effect in January 1977. (A divorced woman's marriage must have lasted at least 20 years, and a husband or widower must have received one-half of his support from his wife.); or
- You were eligible to retire before July 1, 1983, and were receiving one-half of your support from your spouse.

Windfall Elimination Provision

If you receive a TRSL retirement benefit, a modified benefit formula, known as the Windfall Elimination Provision (WEP), is usually used to reduce your own Social Security earned benefit.

The WEP was gradually implemented beginning in 1986 and is now in full effect when you reach age 62 or become disabled. The WEP does not apply in the following situations:

- You were age 62 or disabled before 1986; or
- You qualified for a TRSL retirement benefit (including a reduced benefit) before 1986, even if you continued to work beyond 1986 (excludes LSA-R.S. 11:272[D], as amended by Act 132 of 1995). You can call TRSL at 225-925-6446 or toll-free at 1-877-ASK-TRSL (1-877-275-8775) to request a letter verifying your earliest retirement date; or
- You have at least 30 years of "substantial" earnings in a job where you paid Social Security taxes. If you have 21 to 29 years of "substantial" Social Security-covered earnings, you won't be subject to the full reduction. The full reduction is on the order of 50 to 60 percent of the Social Security benefit you would otherwise be due.

The WEP formula is complex, so we recommend that you contact the Social Security Administration for explanations of possible reductions.

TAX DEFERRED ANNUITIES (403B): Payroll deductions for tax-deferred annuities:

- AIG-Valic (www.aigvalic.com)
- TIAA-Cref (www.tiaa-cref.org)
- Aetna-ING (www.ingretirementplans.com)

Employee pays full contribution.

DEFERRED COMPENSATION PLAN (457): Payroll deductions for the State of Louisiana Deferred Compensation Plan. The plan is a defined contribution pension plan where the participant assumes the investment risk.

Employee pays full contribution.

For more information please visit: www.louisianadcp.com

GROUP HEALTH INSURANCE PLANS: Group health insurance/major medical is available to all full-time university employees (working 75% - 30 or more hours per week - 120 or more consecutive days per year). Premiums are paid through employee and employer contributions. Premiums are payroll deducted.

State of Louisiana Office of Group Benefits currently offers three (3) health plans:

- PPO, administered by Office of Group Benefits
- EPO, administered by United Health Care
- HMO, administered by Humana

More information on each plan may be obtained by visiting www.groupbenefits.org.

Insurance coverage is NOT automatic; IT MUST BE APPLIED FOR WITHIN 30 DAYS OF EMPLOYMENT in the Office of Human Resources. Coverage for each employee who completes the applicable Enrollment Form and agrees to make the required payroll contribution is to be as follows:

- If employment begins on the first day of the month, coverage is effective the first day of the following month.
- If employment begins on the second day of the month or after, coverage is effective the first day of the second month following employment;
- Employee coverage will NOT become effective unless the employee completes an application for coverage within 30 days following the date of employment. An employee who completes an application after 30 days following the date of employment will be considered an overdue applicant.

PREMIUM CONVERSION: Tax free deduction on eligible insurance premiums.

HSA/DCSA ACCOUNTS: Health Care Spending Accounts and Dependent Care Spending Accounts are available to full time employees after one year of employment. A debit card is provided for reimbursement on the Health Spending Account. There is a minimal annual charge to participate in spending accounts which is payroll deductible.

GROUP LIFE INSURANCE: Offered through Prudential Life.

Eligible employees may choose Basic Life or Basic plus Supplemental Life Insurance. The life insurance includes special payment provisions for cases of accidental death or dismemberment. Rates and coverage amounts are based on salary. Premiums are paid through employee and employer contributions.

Optional dependent life insurance is also available with employee paying full contribution.

VOLUNTARY LIFE AND ACCIDENTAL DEATH & DISMEMBERMENT INSURANCE:

Employee pays full premium.

Current vendor participation:

- Unum AD&D
- Lafayette Life of Indiana (rates based on age)
- AIG Life (rates based on age)

SHORT TERM DISABILITY: Employee pays full premium.

Current vendor participation:

- AFLAC
- Colonial
- Conseco

VISION INSURANCE: Employee pays full premium.

Current vendor participation:

- AFLAC Vision Care
- American Vision Source (AVS/Spectera)
- VSP

The Eye Clinic currently offers, at no cost to the University or the employee, a discount on services.

DENTAL INSURANCE: Employee pays full premium.

Current vendor participation:

- AFLAC Dental
- Delta Dental
- Crescent Dental
- Dina Dental.

COBRA - Benefits under all insurance plans for a covered employee will terminate on the last day of the calendar month during which employment terminated voluntarily or involuntarily, the employee no longer meets the definition of an employee or coverage under a leave of absence expires unless the covered employee elects to continue at the employee's own expense. Employees terminated for gross misconduct are NOT eligible for COBRA. Employee must notify the Office of Human Resources Services prior to termination/resignation. COBRA and portability applications can be obtained in Human Resources.

WORKERS COMPENSATION: All employees are covered, free of charge, under the State of Louisiana, Office of Workers Compensation in accordance with applicable rules and regulations related to on the job injury or illness. Lost time payments and payment of medical bills will be made to employees **for covered** injuries or illnesses which occur during the scope of employment.

FEE REDUCTION WAIVER: A faculty or staff member who has been employed full-time at a University of Louisiana System institution or System Office at least two years may enroll for undergraduate or graduate instruction at a reduced fee schedule which shall annually be set by the Board of Trustees.

UNIVERSITY PRIVILEGES: The following is a brief summary of available privileges:

Bookstore discount on selected purchases/free gift wrapping/charge accounts	Dining Facilities
Discounted Athletic Tickets	Library Services
ID card	Direct Deposit
Join Recreation Complex (payroll deductible)	Internet Service-Personal (payroll deductible)
Join MSU Federal Credit Union	Banners Series (payroll deductible)
Federal Post Office	

EMPLOYEE ASSISTANCE PROGRAM (EAP): The Employee Assistance Program is available to all employees and their immediate family. The services provided by the members of the Counseling Center are free of charge. You can locate the MSU Counseling Center in Kaufman Hall, Room 167 or they can be reached by phone at (337) 475-5136.

The State of Louisiana also offers the following EAP programs. Eligibility requirements must be met:

- **LaCHIP:** Louisiana Children's Health Insurance Program. No-cost health insurance for children. 1-877-252-2447.
- **LaMOMS:** Helping Pregnant Women Have Healthier Babies. No-cost Health Insurance for Pregnant Women. 1-888-342-6207.
- **Medicare Savings Program (MSP):** Pays for your Medicare Part B premiums. 1-888-544-7996.
- **Medicaid Purchase Plan:** Full medical coverage for workers with disabilities. 1-888-544-7996.
- **Region V Office for Addictive Disorders:** (337) 475-3100, www.dhh.state.la.us
- **Office of Group Benefits Members:** (337) 475-8052, www.groupbenefits.org

LEAVE TYPES:

Employees accrue leave according to employment type. Leave accrual rates are based upon years of state service. Classified and Unclassified administrators and staff (12 month employees) accrue both sick and annual leave each pay period in accordance with accrual rate schedule. Faculty members (9 month employees) accrue **sick leave only** in accordance with accrual rate schedule. Faculty members who teach summer school accrue additional sick leave for the summer session. Leave accrual is pro-rated for part time employees according to FTE percentage.

Upon separation from employment, **eligible** employees are paid leave as follows:

- Classified employees may be paid up to 300 hours of annual leave.
- Unclassified Administrators and Staff (12-month) employees may be paid up to 300 hours of annual leave **and upon retirement or death only** up to 200 hours of sick leave additionally.
- Faculty members may be paid up to 200 hours of sick leave **upon retirement or death only**.

Leave payoff amounts are dependent on leave balances at time of separation.

Benefit eligibility is determined by employment type and percentage of time employed. Please contact Human Resources for information regarding benefit eligibility, benefit programs offered, and current rates. The university strives to provide benefit programs for all employment types.

Contact Information

Charlene Abbott – Director of Human Resources, cabbott@mcneese.edu, 337-475-5977

Yvonne Jacobs – Administrative Coordinator 4, Yvonne@mcneese.edu, 337-475-5105

Located in Smith Hall