

# THE UNIVERSITY OF TENNESSEE

## Faculty and Staff Benefits

| BENEFIT                                                              | WHO PAYS?                                                                                                                | WHO'S ELIGIBLE?                                                                                                                    | WHEN ARE YOU ELIGIBLE?                                          | WHAT IT MEANS TO YOU...                                                                                                                                                                                                                                                                                                                          |
|----------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>RETIREMENT</b>                                                    |                                                                                                                          |                                                                                                                                    |                                                                 |                                                                                                                                                                                                                                                                                                                                                  |
| <b>Tennessee Consolidated Retirement System (TCRS) Hybrid Plan</b>   | Defined Benefit<br>Employee – 5 %<br>Employer – 4%<br>Defined Contribution<br>Employee –<br>Optional 2%<br>Employer – 5% | Faculty, Exempt, and Non-exempt<br>-Regular Full-time<br>-Regular Part-time                                                        | Immediately                                                     | Vested after 5 years of full-time service. Portable within TN Government. Formula benefits based on average salary and service.                                                                                                                                                                                                                  |
| <b>Optional Retirement Plan (ORP) Hybrid Plan</b>                    | Employee – 5 %<br>Employer – 9%<br>Defined Contribution<br>Employee –<br>Optional 2%                                     | Faculty and Exempt<br>-Regular Full-time<br>-Regular Part-time                                                                     | Immediately                                                     | Immediate vesting. Portable in higher education. Retirement annuity based on investments over career. Choice of two vendors, TIAA/CREF and VOYA                                                                                                                                                                                                  |
| <b>Social Security</b>                                               | Employee & university equally                                                                                            | Regular Full-time<br>Regular Part-time<br>Temporary                                                                                | Immediately                                                     | Additional financial assistance at retirement                                                                                                                                                                                                                                                                                                    |
| <b>DEFERRED COMPENSATION</b>                                         |                                                                                                                          |                                                                                                                                    |                                                                 |                                                                                                                                                                                                                                                                                                                                                  |
| <b>401(k), 403(b), 457 and Roth 401(k)</b>                           | Employee                                                                                                                 | Regular employees                                                                                                                  | Immediately                                                     | Federal tax savings at time of deduction with payments received at retirement                                                                                                                                                                                                                                                                    |
|                                                                      | University                                                                                                               | Employees eligible to participate in retirement                                                                                    | Date eligible to participate in retirement.                     | 401(k) Plan - \$100 per month matching contribution to either regular or Roth plan. Must be enrolled in a retirement plan.                                                                                                                                                                                                                       |
| <b>GROUP INSURANCES</b>                                              |                                                                                                                          |                                                                                                                                    |                                                                 |                                                                                                                                                                                                                                                                                                                                                  |
| <b>State of TN Group Insurance</b>                                   | University – 80%<br>Employee – 20%<br>(for all plans)                                                                    | Regular Full-time<br>Regular Part-time – 75%+<br>Temporary – 75+                                                                   | First of month following one full calendar month of employment. | <b>Premier PPO<br/>Standard PPO<br/>CDHP (high deductible)</b>                                                                                                                                                                                                                                                                                   |
| <b>Dental &amp; Vision</b>                                           | Employee – 100%                                                                                                          | Regular Full-time<br>Regular Part-time – 75%+<br>Temporary – 75+                                                                   | First of month following one full calendar month of employment. | Coverage based on plan chosen. Two plans are available for Dental & Vision.                                                                                                                                                                                                                                                                      |
| <b>Basic Life<br/>Voluntary Accidental Death &amp; Dismemberment</b> | Employee & University Share<br><br>Employee – 100%                                                                       | Regular Full-time<br>Regular Part-time – 75%+<br>Temporary – 75+                                                                   | First of month following one full calendar month of employment. | Coverage based on salary                                                                                                                                                                                                                                                                                                                         |
| <b>Optional Term Life</b>                                            | Employee – 100%                                                                                                          | Regular Full-time<br>Regular Part-time – 75%+<br>Temporary – 75+                                                                   | First of month following one full calendar month of employment. | Coverage based on plan chosen. Option for additional life insurance on self, spouse and/or children.                                                                                                                                                                                                                                             |
| <b>Long Term Disability</b>                                          | Employee – 100%                                                                                                          | Regular Full-time<br>Regular Part-time – 75%+                                                                                      | First of month following one full calendar month of employment. | Salary replacement benefit (66.67%) after four full months of disability.                                                                                                                                                                                                                                                                        |
| <b>Short Term Disability</b>                                         | Employee – 100%                                                                                                          | Regular Full-time<br>Regular Part-time – 75%+<br>Temporary – 75+                                                                   | First of month following one full calendar month of employment. | Salary replacement benefit (60%) up to six months.                                                                                                                                                                                                                                                                                               |
| <b>LEAVES</b>                                                        |                                                                                                                          |                                                                                                                                    |                                                                 |                                                                                                                                                                                                                                                                                                                                                  |
| <b>Annual Leave (Vacation)</b>                                       | University                                                                                                               | Regular Full-time<br>Regular Part-time hired on or before 1/31/2014 – any %<br>Regular Part-time hired on or after 2/1/2014 – 75%+ | Immediately                                                     | Regular Full-time<br><b>**Nonexempt Only**</b><br>1-5 years service – 12 days per year<br>6-10 years – 18 days per year<br>11-20 years – 21 days per year<br>20+ years – 24 days per year<br><b>**Exempt &amp; 12-mth Faculty**</b><br>24 days per year – 2 days a month<br>Regular Part-time - pro rata to his/her planned working time in IRIS |
| <b>Sick Leave</b>                                                    | University                                                                                                               | Regular Full-time<br>Regular Part-time hired on or before 1/31/2014 – any %<br>Regular Part-time hired on or after 2/1/2014 – 75%+ | Immediately                                                     | Regular Full-time<br>12 days per year – 1 day per month<br>Regular Part-time - pro rata to his/her planned working time in IRIS                                                                                                                                                                                                                  |

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| <b>LEAVES, Cont'd</b>                                                  |                    |                                                                        |                                                                                                                  |                                                                                                                                                                                                                                             |
| <b>Sick Leave Bank</b>                                                 | Employee Donations | Regular Full-time<br>Regular Part-time                                 | Annual enrollment April through June. 30 calendar day waiting period after donation before benefit is available. | Provides sick leave to member employees who have suffered disability due to a personal illness, injury, or quarantine and who have exhausted their compensatory time and personal, sick, and annual leave balances                          |
| <b>Family Medical Leave</b>                                            | University         | Regular Full-time<br>Regular Part-time                                 | After 12 months with at least 1,250 hours worked                                                                 | Provides time off to eligible employees consistent with the federal FML Act and Tennessee Parental Leave Act                                                                                                                                |
| <b>Holidays</b>                                                        | University         | Regular Full-time<br>Regular Part-time (prorated)                      | Immediately                                                                                                      | Eight paid holidays a year: New Year's Day, Martin Luther King Jr. Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day.                                                                        |
| <b>Administrative Closings</b>                                         | University         | Regular Full-time<br>Regular Part-time (prorated)                      | Immediately                                                                                                      | Days off with pay as declared by the university – typically the Friday after Thanksgiving and the remainder of Christmas week.                                                                                                              |
| <b>Funeral &amp; Bereavement Leave</b>                                 | University         | Regular Full-time<br>Regular Part-time                                 | Immediately                                                                                                      | Five days due to death of spouse, child, stepchild, parent, or stepparent. Three days due to death of grandparent, grandchild, parent-in-law, foster parent, brother, sister, brother-in-law, sister-in-law, daughter-in-law, or son-in-law |
| <b>Court Leave</b>                                                     | University         | Regular Full-time<br>Regular Part-time<br>-----<br>Temporary & Student | Immediately<br>-----<br>After six months                                                                         | No loss of regular pay                                                                                                                                                                                                                      |
| <b>Military Leave</b>                                                  | University         | Regular Full-time<br>Regular Part-time                                 | Immediately                                                                                                      | Per policy, upon request                                                                                                                                                                                                                    |
| <b>Educational Leave</b>                                               | University         | Regular Full-time<br>Regular Part-time                                 | Immediately                                                                                                      | Per policy, upon request                                                                                                                                                                                                                    |
| <b>Personal Leave Day</b>                                              | University         | Regular Full-time (nonexempt<br>Regular Part-time only)                | After six-month probationary period                                                                              | Per policy, upon request                                                                                                                                                                                                                    |
| <b>EDUCATIONAL ASSISTANCE</b>                                          |                    |                                                                        |                                                                                                                  |                                                                                                                                                                                                                                             |
| <b>Employee Attending UT</b>                                           | University         | Regular Full-time<br><br>Regular Part-time                             | Immediately                                                                                                      | Credit courses not to exceed 9 credit hours per term (correspondence courses not included)<br>Pro-rated according to policy schedule                                                                                                        |
| <b>Employee Attending Tennessee Board of Regents institutions</b>      | University         | Regular Full-time                                                      | Immediately                                                                                                      | One credit course per term (correspondence courses not included)                                                                                                                                                                            |
| <b>Spouse &amp; Eligible Children Attending UT or TBR Institutions</b> | University         | Regular Full-time<br><br>Regular Part-time – 50%+                      | Immediately<br><br>After one year waiting period                                                                 | 50% of undergraduate in-state maintenance fee<br>Pro-rated according to policy schedule                                                                                                                                                     |
| <b>OTHER</b>                                                           |                    |                                                                        |                                                                                                                  |                                                                                                                                                                                                                                             |
| <b>Longevity Pay</b>                                                   | University         | Regular Full-time<br>Regular Part-time 82.05%+                         | With 36 full-time equivalent months at 82.05% or more, with UT, TBR, or state agencies                           | Bonus pay for 3 or more years of full-time service with state up to a maximum of 30 years                                                                                                                                                   |
| <b>Flexible Benefits</b>                                               | Employee           | Regular Full-time<br>Regular Part-time 75%+                            | Immediately                                                                                                      | Exclude, from federal taxes, premiums paid by you for group medical insurance, dental insurance and amounts you contribute to a medical and/or dependent care reimbursement account                                                         |
| <b>Workers' Compensation</b>                                           | University         | All employees                                                          | Immediately                                                                                                      | Medical care and compensation for work-related injury or illness per state statute                                                                                                                                                          |
| <b>UT Libraries</b>                                                    | Employee           | Regular Full-time<br>Regular Part-time                                 | Immediately                                                                                                      | Book checkout privileges                                                                                                                                                                                                                    |

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