SUMMARY OF EMPLOYEE BENEFITS – Part-time over 1,000 hrs/year

HACC recognizes that excellence in the performance of the college requires excellence in the performance of its people. HACC offers competitive pay and benefits programs designed to attract and retain people who share this commitment to excellence.

For its part-time administrative and classified staff, working at least 1,000 hours/year but less than 1,950 hours/year, HACC makes every effort to provide benefit choices at an affordable cost for both the employee and the college. HACC pays the entire cost for some benefits, others require employee contributions and some are paid entirely by the employee.

MEDICAL & RX - HACC provides a choice between two HealthAmerica medical plans: a Premium PPO plan and a Core PPO Plan. PPO plans allow you to treat with any medical provider of your choice. The main differences between the two plans are the deductible amounts and the annual out-of-pocket maximums. Medical coverage can be elected for the employee, any eligible dependents up to age 26 and domestic partners.

The prescription plan is administered by Medco/Express Scripts and provides both retail and mail-order benefits.

Part-time over 1,000 hrs/yr staff pay 100% of the monthly premium for the health plan they select. Coverage is only available while the faculty member remains in the part-time regular status.

DENTAL & VISION - HACC provides both a dental PPO and a vision PPO plan to employees. Coverage can be elected for the employee, any eligible dependents up to age 26 and domestic partners.

Part-time over 1,000 hrs/yr staff pay 100% of the monthly premium for the dental and vision coverage.

PAID TIME OFF - HACC provides paid personal leave to Part-time over 1,000 hrs/yr staff. Two days each fall, spring and summer semester are provided.

RETIREMENT - HACC enables eligible employees to select from three different basic retirement plan options. Newly hired employees must select one of these plans upon hire. This choice is irrevocable for the duration of HACC employment. HACC will contribute to the chosen option based on the current guidelines for that program.

The three available plan options are: the Public School Employees Retirement System (PSERS), the State Employees Retirement System (SERS) or a 403b by either TIAA-CREF or Fidelity. Those previously enrolled in SERS or PSERS must remain in that program.

HACC
Founded in 1964
CENTRAL PENNSYLVANIA'S COMMUNITY COLLEGE®

RETIREMENT (cont'd) - There are two supplemental retirement account options, into which an eligible employee can defer additional income. The first is a 403b plan through either TIAA-CREF or Fidelity Investments. Once the 403b account has been maximized, a supplemental 457b can also be contributed to, up to the annual IRS allowed maximum deferral.

Please note: the college does not provide matching contributions to the supplemental retirement accounts.

CREDIT UNION MEMBERSHIP - employment at HACC enables membership in either the PSECU or Member's 1st Federal Credit Unions.

EMPLOYEE ASSISTANCE PROGRAM - HACC provides an Employee Assistance Program (EAP) for its employees and family members.

The EAP provides confidential, psychological counseling, work-life balance, and educational wellness programs. Full and part-time employees and their household members are eligible to use the EAP.

EMPLOYEE DISCOUNT PROGRAM - HACC makes available to its employees the Youdecide.com employee discount and payroll deduction purchase program. Youdecide.com provides a "one-stop shopping" location for HACC employees to access discounts on a wide variety of products and services.

EDUCATIONAL AID - HACC provides assistance to part-time over 1,000 hrs/year staff and eligible dependents through the Tuition Aid program. This provides tuition assistance for courses taken at HACC.

- After 1 year of service, eligible for 1 HACC credit course or 1 job-related non-credit course for each semester taught during the academic year.
- After 5 years of service, employee, spouse and dependents eligible for 1 HACC credit course per semester for each eligible applicant.

The information contained in this document is intended to be informational only. It is not intended to provide full details of each benefit program, only a high level summary. It is also not intended to replace the employee handbook or plan documents nor to be construed as a guarantee of continued employment nor does it constitute the terms of an employment contract. Employment with the Harrisburg Area Community College is on an at-will-basis. This means the employment relationship may be terminated at any time by either the employee or the college for any reason not expressly prohibited by law. The college may, at any time, amend, modify, suspend, or terminate any benefit program. The college may also reduce the company's contribution, or increase the employee's contribution, toward the cost of any benefit programs.

HACC
Founded in 1964
CENTRAL PENNSYLVANIA'S COMMUNITY COLLEGE®