

## Central Oregon Community College Benefits for Full-Time Administrative, Exempt from Overtime

COCC offers a comprehensive package of employer and employee paid benefits. Through [Oregon Educators Benefits Board \(OEBB\)](#), options are available that best fit the needs of employees and their families, including domestic partners. Health benefits are available on the first day of the month following the employee's date of hire. The plan year is October 1 through September 30.

**Medical/RX insurance** is offered through **Moda Health**. **Dental** Plans are offered through **Moda Health** and **Willamette Dental Group**. **Vision** coverage is offered through **Moda Health**. Domestic partner coverage is available; imputed tax values apply. Child dependents are covered to the age of 26. The College contributes a negotiated premium amount; the coverage options dictate the employee's premium contribution. The primary top package (Medical/RX, Dental, & Vision) costs the employee **\$173** per month. As a full-time employee, eligible dependents may be added to coverage plans at no additional cost.

A **Flexible Spending Account** is offered through **PacificSource Administrators** and allows for savings with pre-tax dollars, which are set aside for additional Health Related Expenses (HRE) and/or Dependent Care Expenses (DCE).

Group life insurance plans **Basic Life** coverage amount \$50,000, **Basic Accidental Death & Dismemberment** coverage amount \$50,000 and **Long-Term Disability** is provided by the College at no cost through **Standard Insurance**

After six months of employment, you become a member of the Oregon Public Service Retirement Plan, administered by **the Public Employees Retirement System (PERS)** <http://oregon.gov/PERS/>. The College pays the employee's required contribution of six percent (of the employee's annual salary) to the program.

There are 14 paid **Holidays** per year: New Years, MLK Day, Memorial Day, Independence Day, Labor Day (2 days), Veterans Day, Thanksgiving (2 days), and the week of Winter Break.

**Sick leave** is accrued at the rate of one day (8 hours) per month worked and accrues without limit.

**Annual Vacation Leave** is accrued at the rate of 10 hours per month worked with an accrual increase at 6 and 10-yrs. Employees are allowed to carry some accrued hours into the next fiscal year.

A College-provided confidential **Employee Assistance Program** through OEBB and **Reliant Behavior Health** is provided for employees and dependents. This program allows for five visits to a counselor per plan year, along with many other support tools and resources.

**Professional development** and funding opportunities are available for administrators and may be approved at the discretion of the college. See Handbook for more detail.

Employees may enjoy a **20% discount at the College Bookstore** on most purchases. This *excludes* textbooks, electronics, CD's, videos, and all food/beverage items. (Discount is for employees only, not dependents.)

Employee, spouses, domestic partner, and children up to the age of 25 shall be allowed to enroll in credit/non-credit courses, as either a part-time or full-time student, free of **tuition** cost. Does not include materials or lab fees. Imputed tax values apply to domestic partnership.

Employees may ride the Bend public transportation **Cascades East Transit** free of charge with a staff ID badge. Badges are available at the College Information Office located in the Boyle Education Center lobby.

Employees and their families may use all **College recreation facilities** at no cost. The College also has an established **Staff Wellness** program that offers a variety of activities and health resources.

### Additional Optional Benefits

**Medical Leave Assistance Program (MLAP)** - Employees may enroll in this voluntary contribution program to receive pay during critical/serious illness.

**Optional life insurance** may be purchased through **Standard Insurance** for the employee, spouse, domestic partner, and children.

**Long-term Care Insurance** may be purchased through **Unum** via voluntary payroll deduction. The program is available to full-time and part-time benefit eligible employees, dependents, and their family members.

Participation in approved **Tax-Sheltered Annuities**, which allows contributions to be made with "pre-tax" dollars.

**457 Deferred Compensation Plan - Oregon Savings Growth Plan** is a pre-tax savings/investing program similar to TSAs (403(b)), IRAs, and 401(k)s. It allows employees to save additional funds for retirement through payroll deduction, and to choose investment options that range from conservative to aggressive based on individual needs.

## **HOLIDAYS**

Holidays are consistent for all employee groups:

**January - New Year's Day and Martin Luther King, Jr. Day**

**May - Memorial Day**

**July - Independence Day**

**September – Labor Day, including the Friday prior to Labor Day**

**November - Veterans Day, Thanksgiving, and the Friday after Thanksgiving**

**December – Winter Break \***

\*The five (5) working days that occur during the week in which the College is closed between the Fall and Winter term will be paid as holidays, including the day observed as Christmas.

**Weekend Holidays:** Whenever a holiday falls on Saturday, the preceding Friday shall be observed as a holiday. Whenever a holiday falls on Sunday, the following Monday shall be observed as a holiday. Employees working an irregular work week shall receive the same number of holidays as employees working a regular work week.