

Central Oregon Community College
Benefits for Part-Time Classified
(.50 FTE/.75 FTE) Represented by the Classified Association, Overtime Eligible

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 **\$73** per month. Eligible dependents may be added to coverage plans for an 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).

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 4 hours per month worked for .50 FTE employees and 6 hours per month worked for .75 FTE employees and accrues without limit.

Annual Vacation Leave is accrued at the rate of 5 hours per month worked for .50 FTE employees and 7.50 hours per month worked for .75 FTE employees, with an accrual increase at 6-yrs, 10-yrs and 14-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 opportunities are available for COCC Classified Association Members and may be approved within funding guidelines. See Collective Bargaining Agreement 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.

Holiday Eligibility: Employees will be eligible to receive compensation for all holidays that fall between the start and end date of their work year provided, however, they are in approved pay status their last scheduled work day before and after the holiday.

Holiday Compensation: If an employee is scheduled to and does work a regular shift on either a holiday, or a day observed in lieu of a holiday, he/she shall be compensated at 150% of regular pay for the time worked and entitled to his/her choice of receiving holiday pay at the straight time rate or an alternate paid day off in lieu of the holiday at a time mutually agreeable to the employee and the College within three months following the worked holiday.

Part-time bargaining unit members shall also be compensated at 150% of regular pay for all holiday time worked and shall be entitled to his/her choice of receiving holiday pay at the straight time rate or an alternate amount of paid time off, commensurate with his/her normal work day, at a time mutually agreeable to the College and the employee within three months following the worked holiday.

If an employee is called in to work any part of an unscheduled shift on a holiday he/she shall be credited for a minimum of two (2) hours work time at 150% of regular pay and entitled to his/her choice of receiving holiday pay at the straight time rate or paid time off equal to the amount of time worked at a time mutually agreeable to the College and the employee within three (3) months following the worked time.