

Lourdes College Benefits Summary

Lourdes College is proud to provide all employees with a competitive salary and comprehensive benefits package. Part-time employees working a minimum of 20 hours per week are also eligible for a number of benefits as well.

Health Insurance – Anthem Blue Cross and Blue Shield

Eligibility: all full-time and part-time employees, enrolled the first of the month following date of hire

Cost: full-time employees pay 15% of the premium and Lourdes College pays the remaining 85% of the premium. Part-time employees pay a greater portion of the premium based on the number of hours scheduled to work.

Benefit: PPO which includes dental, vision and prescription drug coverage

Life Insurance – MetLife

Eligibility: full-time employees only, enrolled the first of the month following date of hire

Cost: entire premium is paid for by Lourdes College

Benefit: approximately two times basic annual earnings

Short Term Disability Insurance – UNUM Provident

Eligibility: full-time employees only, enrolled the first of the month following one full year of service

Cost: entire premium is paid for by Lourdes College

Benefit: 60% income replacement following 14 calendar day elimination period

Pension Plan – Sisters of St. Francis Lay Employees Retirement Plan

Eligibility: all full-time and part-time employees working more than 1,000 hours per calendar year. Vesting occurs after completion of five years of service with at least 1,000 hours worked per year or attainment of age 65 while actively employed.

Cost: benefit is funded entirely by Lourdes College

Benefit: defined benefit determined in part by age, income and years of credited service

Paid Time Off

Eligibility: all twelve month full-time and part-time employees

Benefit: level of benefit determined by schedule based on position level and years of service. Benefit is pro-rated during initial year of employment. Part-time employees earn a pro-rated benefit amount.

Sick Days

Eligibility: all twelve month full-time and part-time employees and certain other employees working at least nine months per year

Benefit: employees earn one day of sick time per month of service up to a maximum of 20 days. Benefit is pro-rated for less than twelve month employees.

Holidays

Eligibility: all full-time and part-time employees

Benefit: Lourdes College recognizes eleven holidays throughout the year and employees are given these days off with pay provided it is a scheduled work day. The President of the institution may grant additional days at his discretion.

Tuition Waiver – Lourdes College

Eligibility: full-time and part-time employees and their dependents the semester following date of hire

Cost: tuition and fees waived for full-time employees and tuition only waived for dependents of full-time employees. A reduced benefit is available to part-time employees and their dependents.

Benefit: applies to undergraduate courses only

Tuition Exchange – Council of Independent Colleges

Eligibility: full-time employees and their dependents

Benefit: may apply for a tuition waiver at any of the approximately 350 participating institutions. See the Council of Independent Colleges website at www.cic.org for more details.

Lourdes College also offers a number of other non-contributory benefits for employees to participate in. Participating employees make the full contribution or pay the full premium. These benefits include the following:

403(b) - Tax Sheltered Retirement Accounts**Flexible Spending Accounts**

Supplemental Benefits – dental, life, disability, cancer, etc.

Lourdes College employees also enjoy campus discounts which include: The Franciscan Theatre & Conference Center, college bookstore, Sophia Center and Sylvania Franciscan Academy, etc.