

Procedure Manual



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All full-time employees are eligible for the benefits on the first day of the month following 30 continuous days of employment in a full-time budgeted position.

Group Life Insurance. The College provides full-time employees up to a maximum of \$250,000 of term life insurance. The exact coverage corresponds to an employee's salary rounded up to the next \$1,000. At a nominal rate per month per \$1,000 of coverage, all full-time employees have the option of purchasing additional term life insurance equivalent to, one or two times an employee's annual salary up to a maximum of \$200,000.

Group Health and Dental Insurance. The College maintains health insurance coverage, including both hospitalization and major medical benefits, and dental insurance coverage for all full-time employees and their dependents. The plans are reviewed on a regular basis.

Disability Income Protection.

The College provides disability income insurance to all full-time employees at no cost to the employee. The insurance will provide up to 60 percent of an employee's monthly salary up to a maximum of \$10,000 per month. The benefit will commence after the 90th day of an accident, injury or illness.

The board will also provide the cost of the premiums of full-time permanent employees who are on approved leave and meet the following conditions:

1. They have exhausted all available sick leave, annual leave, sick leave pool, and Family and Medical Leave Act protections, and
2. They have not ended their relationship with the College through voluntary or involuntary termination or retirement, and
3. They have received long-term disability benefits for a period not to exceed 29 months from the last day of full-time employment within the College.

Retirement. At no cost to the employee, all full-time College personnel employed with Broward Community College are members of the Florida Retirement System Pension Plan, a defined benefit plan. College contributions are determined by the Florida Retirement System. The Florida Retirement System provides that members may retire at age 62 with 6 or more years of creditable service or at any age with at least 30 years of creditable service.

Full-time employees of the College have the option to select the Florida Retirement System Investment Plan, a defined contribution plan with benefits based on return on investment. This plan has a one year vesting schedule. College contributions are also determined by the Florida Retirement System. Employees can choose one retirement plan only.

Recommending Officer's Signature Date 8/26/08 <i>Sara Brun</i>	President's Signature Date 8/26/08 <i>J. David Anthony J.</i>
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Certain classes of full-time employees are eligible to disenroll from the Florida Retirement System and enroll in the Community College Optional Retirement Program, a defined contribution plan. This plan provides immediate vesting for College contributions, which are determined as by the Florida Retirement System. Enrollment must be completed within 90 days of beginning employment in a Florida Retirement System qualified position. Eligible employees have a one time opportunity to change their enrollment option in the Florida Retirement System. They can choose either the Florida Retirement System Pension Plan or the Florida Retirement System Investment Plan.

Social Security. All members of the Florida Retirement System are also covered under Social Security (F.I.C.A.). The College matches the amount paid by the employee to Social Security. All Social Security benefits are in addition to the benefits under the Florida Retirement System or Community College Optional Retirement Plan.

Cafeteria Plan (Section 125 Flexible Spending Account). The College sponsors a payroll deduction plan for the payment of insurance premiums, non-reimbursed medical expenses, and day care expenses with pre-tax dollars.

Tax Sheltered Annuities (T.S.A.). The board has authorized payroll deductions to be made for tax-sheltered annuities (403(b) and 457(b) accounts).

Recommending Officer's Signature Date 8/26/08

Sara Brun

President's Signature

Date 8/26/08

J. David Anthony Jr.