

## **ARTICLE 13**

### **BENEFITS**

#### Section 13.1 – Insurance

The College recognizes a responsibility to assist unit members to deal with the costs of health care.

- A. The College agrees to provide standard medical and dental plans and to pay the cost of a standard premium for such plans for the unit member
- B. The College will extend to unit members the same insurance, flexible benefits plan, and other medical plans that are made available to non-unit members at the same cost. The President or his designee may establish policies and procedures regarding insurance options, dependent coverages, and retiree eligibility.
- C. Recognizing the importance of a cooperative effort in the implementation and review of college insurance policies, the College agrees to continue the college-wide Insurance Committee. At least one-third (1/3) of the committee members (all members must be full-time college employees) will be members of the bargaining unit selected by UFF-BCC. The committee will meet as often as necessary, but at least annually, to expeditiously carry out its duties.
- D. The College also agrees to provide access to various other insurance as may be recommended by the Insurance Committee including, but not limited to, life, short-term disability, long-term disability, cancer/catastrophic illness, and others which may be at the employee's expense.

#### Section 13.2 – Life Insurance

Each full-time employee shall receive College-paid term life insurance payable to the designated beneficiary(ies) in an amount equal to the employee's annual salary, rounded to the nearest thousand dollars. Additional life insurance (equal to two or three times the annual salary) may be purchased for a modest premium, payable through payroll deduction. It is the responsibility of the full-time employee to advise the Human Resources Office of any change in the status of dependents covered by life insurance through the College.

#### Section 13.3 – Retirement

All employees in full-time faculty positions hold membership in one of the classes of the Florida Retirement System (FRS) and in the federal Social Security system. Those who are contemplating retirement should discuss their individual situations with the Human Resources staff approximately six months prior to their projected date of retirement. The Human Resources staff will provide employees with the proper paperwork to process the request for retirement.

For either information or assistance in planning retirement, refer to the Florida Retirement System website at [www.myfrs.com](http://www.myfrs.com). Social Security information on retirement can be found at the website for that office, [www.ssa.gov](http://www.ssa.gov).

Other Retirement Pay. At the faculty member's discretion, payment of unused sick leave may be made in a lump sum payment or may be sent to the faculty member's deferred compensation plan. Employees may choose to receive a vacation leave lump sum payment or to have either a portion of or all of the funds sent to their deferred compensation plan for investment.

#### Section 13.4 – Workers' Compensation Insurance

A. All College employees are covered by the Florida Workers' Compensation Law.

B. On-the-job accidents, injuries, or occupationally-incurred illnesses must be reported immediately to the employee's supervisor. Even if the employee is involved in an accident but decides that there is no injury, the employee is still required to report the accident to the supervisor.

The supervisor is responsible for reporting all details to the Human Resources Office within two working days. An Accident/Incident Report must be submitted for all accidents. The Security Office is not responsible for completing the report, but should be notified so the Security staff can offer assistance in handling the case. The report forms may be obtained from the Human Resources Office.

C. The Accident/Incident Report (including a physician's statement describing the ailment and verifying the disability) is submitted to the Human Resources Office within two working days from the accident/injury or from the beginning of the work-related illness.

D. Each employee is entitled to a maximum of 12 days of workers' compensation leave per calendar year when an injury or illness is due to a job-related activity. These leave days are noncumulative and will be granted at full pay. The employee will also be allowed to draw time from his/her vacation leave and available sick leave or up to the four days of personal leave in order to receive a full paycheck.

#### Section 13.5 – Employee Tuition Assistance Program

Pursuant to Article 6.11 of this agreement, the College shall maintain a Tuition Reimbursement Program for full-time faculty.

#### Section 13.6 – Dependent's Tuition Work Program

The College shall maintain in effect a Dependent's Tuition Work Program (DTWP). The President, or designee, may establish policies and procedures for the DTWP.

Section 13.7 – Fee Waivers

In the event that the College provides for waiver or reduction of tuition and fees for College employees or their dependents to attend Brevard Community College courses, these provisions will apply to unit members and their dependents on the same basis as other categories of employees.

Section 13.8 – Employee Emergency Assistance Fund

The College shall maintain in effect the Employee Emergency Assistance Fund (EEAF) available at the effective date of this agreement. The President, or designee, may establish policies and procedures for the EEAF.

Section 13.9 – Salary Checks

A. Upon request, the College will endeavor to mail salary checks to the faculty member's bank or home. If no such request is made, salary checks will be sent to the faculty member's campus. The faculty member shall receive his annual contract pay in twenty-six (26) equal biweekly installments, beginning with the pay period/pay date immediately following the last pay period of the previous contract year, or at the faculty member's option, he may elect to receive his annual contract pay in eighteen (18) or nineteen (19) equal biweekly installments, as may be appropriate, beginning with the pay period/pay date immediately following the last pay period of the previous contract year and ending with the pay period immediately following the end of the Spring Term. Such election shall be made by submitting to his supervisor the Faculty Pay Option form no later than the first day of the Fall Term each year.

B. Absent an emergency, overload compensation for major terms shall be paid beginning no later than with the paycheck for the third full pay period in the Term, and will be paid in equal installments thereafter. Adjunct/Overload compensation for the Summer will begin as soon as reasonably possible and be paid in equal installments of not less than two (2) installments.

C. In the event of an error by the College resulting in under-payment to the faculty member of \$250 or greater, a supplemental check shall be generated and provided to the faculty member not more than three (3) business days after written notification to Human Resources.

D. In the event of an error resulting in under-payment to the faculty member of less than \$250, pay shall be corrected no later than the next regular payroll after written notification to Human Resources.

Tentative Agreement Date: June 15, 2009

For BCC-BOT:

For UFF-BCC:

---

Date

---

Date