



Administrative Policy

Policy Type:	Human Resources
Policy Title:	Fringe Benefits
Policy Number:	2.3.1
Office Responsible:	Human Resources

Policy Statement

2.3 POLICY - Employee Benefits (for Regular personnel not covered by a collective bargaining agreement and for enterprise employees, and temporary employees whose employment is anticipated, at time of hire, to be at least twelve consecutive months)

2.3.1 POLICY- Fringe Benefits

The College will provide or make available such coverage as is set forth below in this section. [see Flexible Compensation Plan (Flexcomp) for details of coverages listed below.] The College reserves the right to amend, to change, or to suspend insurance policies or to change those policies with or without advance notice to employees. In the event that the details of the coverages set forth in Flexcomp are inconsistent with the terms and provisions of any policy of insurance or benefit plan, the terms of the policy or benefit plan will control.

- A. Medical coverage with major medical and drug rider
- B. Life Insurance
- C. Dental Insurance
- D. Short- and Long-term Disability Insurance
- E. TIAA-CREF
- F. Vision
- G. Whole Life
- H. Flexible Spending Account

1. **Procedure-** within one week of employment by the College, each new employee shall contact the Human Resources Department to complete the required forms to insure prompt coverage for these fringe benefits.

In addition, employees are entitled to Accidental Death and Dismemberment (voluntary); and Worker's Compensation, Unemployment Compensation, Social Security and Michigan Public School Employees Retirement System as required by law.

Change Log

11-20-80 Approved