

2007-2011 Fact Sheet for Part-Time Employees

Union membership:

- Part-time employees are members of the collective bargaining unit represented by UUP. Employees who join UUP are full UUP members. They receive a full vote in all union elections and contract ratifications. They may hold any office in UUP and have all the same rights as full-time employees. www.uupinfo.org/constitution/constitution.html
- The UUP constitution requires that every UUP Chapter have an elected Part-Time Concerns officer. www.uupinfo.org/constitution/constitution.html

Appointments:

- Part time employees receive appointment letters informing them of compensation, benefits, type and duration of the appointment, and the duties required. www.uupinfo.org/agreement.pdf (Article 30.4 a and b)
- After 6 consecutive semesters, part time employees must receive a “Term” appointment. www.uupinfo.org/agreement.pdf (Article 30.1); and the Policies of the Board of Trustees, State University of New York www.suny.edu/Board_of_Trustees/PDF/Policies.pdf (Article XI, Title D, Paragraph 2, Section (b).)
- A “Term” appointment entitles the employee to a job for the period of time specified in the appointment letter, and if they are not to be rehired when the current “term” duration expires, they are entitled to at least 45 calendar days of notice prior to expiration of the current term appointment. www.uupinfo.org/agreement.pdf (Article 32.1)

Compensation:

- Part time employees are entitled to the negotiated salary increases on the effective dates. <http://www.uupinfo.org/agreement.pdf> (Article 20.11).
- After eight years of consecutive service, at the campus where they are currently employed, part time employees receive a \$500 lump sum payment. www.uupinfo.org/agreement.pdf (Article 20.3b)

Health Insurance:

- Part-time **academic employees** who teach two or more courses in any one semester, or alternatively part-time **academic employees** whose professional obligations are primarily other than teaching classes, and part-time **professional employees** are eligible for full coverage in the New York State Health Insurance Program (NYSHIP) including prescription drug coverage if they are employed at a salary rate which would yield a total compensation of \$12,571 or more between July 2, 2007, and July 1, 2008; \$12,948 or more between July 2, 2008, and July 1, 2009; \$13,337 or more between July 2, 2009 and July 1, 2010; \$13,870 or more between July 2, 2010, and July 1, 2011. Coverage is provided for 26 weeks (13 pay periods) for each semester or 5 month period they work. If they work two semesters, or 10 months, they receive a full year (52 weeks; 26 pay periods) of coverage. www.uupinfo.org/agreement.pdf (Article 39.9, d, 2, 3, 4, 5, and 6)
- NYS pays 90 percent of the cost of individual coverage and 75 percent of the cost of dependent coverage. The employee pays a 10% or 25% share by payroll deduction. www.uupinfo.org/agreement.pdf (Article 39.1, d)
- Part-time employees who do not qualify for the health insurance program are permitted to participate on a full premium cost basis at the group rate. www.uupinfo.org/agreement.pdf (Article 39.9, d, 7)
- The NYS/UUP Joint Committee on Health Benefits reviews benefit eligibility problems for part-time employees. www.uupinfo.org/agreement.pdf (Article 41, i, 13)

Benefit Fund:

- Part-time employees who are eligible for New York State Health Insurance Program also qualify for the UUP Benefit Trust Fund. This includes a dental benefit, vision benefit, and the

UUP Scholarship for eligible dependent children who attend SUNY state-operated colleges.
www.uupinfo.org/agreement.pdf (Article 40.4)

Retiree/Dependent Health Insurance:

- Part-time employees will receive lifetime health insurance after they retire if they:
 - Are age 55 or older.
 - Have 10 years (120 months) of health insurance eligibility in any state agency, not just SUNY.
 - Retire while they are receiving NYS health insurance benefits.
- www.uupinfo.org/agreement.pdf (Article 39.10)

Disability Insurance:

- All employees who are eligible for health insurance coverage are covered by the SUNY disability insurance program after one year of service. www.uupinfo.org/agreement.pdf (Article 23.8)

Life Insurance:

- All employees receive \$6,000 life insurance from UUP.

Dependent Care Accounts:

- Part-time employees may elect to have a pre-tax dependent care account for child, spouse, or elder care. For the duration of the 2007-2011 Agreement the state contributes between \$300 and \$800 to such accounts in inverse relation to salary. www.uupinfo.org/agreement.pdf (Article 46.1)

Medical Flexible Spending Accounts:

- Part-time employees who are eligible for health insurance may elect to have a pre-tax medical spending account to pay for unreimbursed medical, dental and optical expenses, as well as other expenses permitted by the IRS. www.uupinfo.org/agreement.pdf (Article 39.13)

Pre Tax Transportation Program:

- Part time employees may participate in NY-Ride which allows NYS employees to pay for eligible work related public transportation expenses on a pre-tax basis. NYS-Ride purchases public transportation fare media (such as bus, subway and vanpool passes, and fare cards) from transit authorities. Pre-tax purchases for eligible commuting expenses saves money because no federal, state, city income, social security, or medicare taxes are withheld from the amount you set aside, up to the current 2008 pre-tax maximum of \$115 per month allowed by the IRS. Check www.nysride.com or call the vendor, WageWorks, customer service at 1-866-428-7781 (TDD 1-866-353-8058). www.uupinfo.org/agreement.pdf (Appendix A-44)

Professional Development Opportunities:

- On a “space available” basis part time employees may enroll, tuition free, in one course per semester, or special session at a UUP-represented SUNY campus. Contact the campus Registrar. www.uupinfo.org/agreement.pdf (Article 49 and Appendix A-36)
- Professional development grants are available for part time employees through the Joint Labor/Management funded committee. (www.nysuup.lmc.state.ny.us) 15% of these professional development funds must be available for grants to part-time employees.
- Part time employees are eligible to apply for technology grants. (www.nysuup.lmc.state.ny.us)
- Part-time employees are eligible to apply for disability grants. (www.nysuup.lmc.state.ny.us)

Leaves:

- All part-time employees accrue sick leave. The amount accrued varies by the amount of work specified in the appointment letter. www.uupinfo.org/agreement.pdf (Article 23.4)
- Calendar Year and College Year part-time employees accrue vacation leave. Academic Year employees do not accrue vacation leave. The amount varies by the amount of work specified in the appointment letter. www.uupinfo.org/agreement.pdf (Article 23.2)
- Calendar Year and College Year part-timers are entitled to contractual holidays. www.uupinfo.org/agreement.pdf (Article 23.5)
- Additional Sick Leave - The campus president has the authority to extend sick leave beyond amount accrued at full pay, partial pay, or without pay. <http://www.uupinfo.org/agreement.pdf> (Article 23.4g)
- The Sick Leave Donation Program is available for part-time employees. www.uupinfo.org/agreement.pdf (Appendix A-45)

Labor/Management Meetings:

- Monthly Labor/Management Meetings for matters of interest pertaining exclusively to part-time employees are required at the campus. www.uupinfo.org/agreement.pdf (Article 8.4b)

Pension:

- Part-time employees (e.g. “temporary”) are eligible to join the NYS Teachers Retirement System or the NYS Employee Retirement System from their date of hire. www.suny.edu/Board_of_Trustees/PDF/Policies.pdf (Article XV, Title A)
- Part-time employees with “Term” appointments are eligible for the NYS Optional Retirement Program (TIAA-CREF, Valec, etc.) in addition to those systems. www.suny.edu/Board_of_Trustees/PDF/Policies.pdf (Article XV, Tile A)
- Depending on the employee’s pension tier, NYS pays the system/program from 8% to 12% of the employee’s salary for the employee’s retirement account.
- The employee contributes 3% of the employee’s salary during the first ten years of employment, after which the employee does not contribute.

The information regarding retirement systems and programs is not warranted or guaranteed either explicitly or implicitly by United University Professions, its chapters, and affiliates or any other individual or entity. Readers are required to obtain information from authoritative sources such as their employer or retirement system. United University Professions does not represent this information as providing financial and/or retirement information to readers.

NOTE: Part-time employees are not required to join a retirement system, but may do so if they wish. All part-time employees may join NYSERS; part-time employees in faculty, librarian, or coach titles are also eligible for TRS; part-time employees who have term appointments are also eligible for the NYS/SUNYORP . Part-time employees may join a retirement program at any time.

➤ **New York State Teachers Retirement System (TRS):** Text copied from web site – <http://www.nystrs.org/main/glossary.html#T>

Tier—A classification that specifies the type of benefits for which a member may be eligible. Tier status is determined by a member’s **New York State Teachers Retirement System** date of membership.

- Members with a date of membership before July 1, 1973 belong to Tier 1.
- Those with a date of membership from July 1, 1973 through July 26, 1976 belong to Tier 2.
- Those with a date of membership on or after July 27, 1976, but before September 1, 1983, belong to Tier 3.

Those with a date of membership on or after September 1, 1983 belong to Tier 4.

Tier 3 members may retire with either Tier 3 or Tier 4 benefits.

➤ **New York State Employees' Retirement System (ERS):** Text copied from web site – http://www.osc.state.ny.us/retire/members/find_your_tier.htm

What Tier Are You In?

When you join the New York State Employee Retirement System (ERS), you are assigned to a tier based on your date of membership. There are four tiers in the Employees' Retirement System (ERS). Your tier determines:

- Your eligibility for benefits,
- The formula used in the calculation of your benefits,
- Death benefit coverage,
- Service crediting,
- Whether you must contribute towards your benefits, and
- Eligibility for loans
- If you are an ERS Member:

You are in:	If you joined:
Tier 1	before July 1, 1973
Tier 2	July 1, 1973 through July 26, 1976
Tier 3	July 27, 1976 through August 31, 1983
Tier 4	September 1, 1983 or after

➤ **The Optional Retirement Program (ORP):** Text copied from web site - http://www.suny.edu/benefits/benefits_information/retirement/retirement.cfm

The ORP is a defined contribution retirement program. Benefits are determined by the amount contributed each year and the success of the investments. The amount of the University's contribution is determined by your tier, which is based on your date of membership in the ORP:

Tier:	Dates:	Contribution
Tier 1	membership prior to July 1, 1973	12% of the first \$16,500 of salary per calendar year, and 15% of all salary above \$16,500
Tier 2	July 1, 1973 - July 26, 1976	12% of the first \$16,500 of salary per calendar year, and 15% of all salary above \$16,500
Tier 3	July 27, 1976 - August 31, 1983	9% of the first \$16,500 of salary per calendar year and 12% of all salary above \$16,500
Tier 4	September 1, 1983 - July 16, 1992	9% of the first \$16,500 of salary per calendar year and 12% of all salary above \$16,500
Tier 4a	July 17, 1992 and after	8% of salary for the first seven years of service, and 10% thereafter

Part-time employees represented by UUP who have a term, as opposed to a temporary, appointment are eligible to join the ORP effective January 1992.