

# Benefits for Full-time Faculty of Moravian College

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<b><i>Employee Health and Prescription Insurance</i></b>	<p>The institution provides eligible staff with a choice of health plans, PPO Choice or PPO Select, with the employee incurring a nominal premium cost. Family members may be added to the selected plan for an additional cost.</p> <p>Prescription drug coverage through is also included with the selected health plan. Prescriptions purchased from participating pharmacies are assessed a minor co-payment for a thirty-day supply. Mail-order purchases for larger supplies are also available.</p>
<b><i>Dental and Vision Plans</i></b>	<p>Voluntary employee-paid dental or vision plans are available to eligible faculty. Premium costs are paid via payroll deduction.</p>
<b><i>Flexible Benefits Plan</i></b>	<p>Mor-Flex, the Moravian College Flexible Benefits Plan, allows faculty to exclude from income premium payments associated with health, drug, dental or vision insurance. In addition, medical reimbursement accounts for uninsured medical expenses and/or day care reimbursement accounts for eligible day care expenses may be established.</p>
<b><i>Term Life Insurance</i></b>	<p>Voluntary term life insurance for employees who are less than age 65 is equivalent to 1.5 times annual salary. Upon attainment of age 65 the percentage is reduced to 65%, 40% at age 70, and 25% at age 75. The cost of this plan is shared equally between the contract holder and the institution. Voluntary supplemental life insurance is also available for the employee at their expense</p>
<b><i>TIAA/CREF Retirement Plan</i></b> *	<p>Upon eligibility, the institution begins contributing to a tax-deferred annuity administered by Teacher's Insurance and Annuity Association (TIAA) and/or College Retirement Equity Fund (CREF). The institutional contribution of 10% is based upon the stated annual salary but is over-and-above this salary. Contributions continue throughout employment and earnings accumulate on a tax-deferred basis. No personal contribution is required. Moravian ministers under call may be required to remit the institutional contribution to the designated provincial church pension plan.</p> <p><i>* In order to receive this benefit, the employee is <u>required</u> to complete the required enrollment form designating their allocation preferences.</i></p>
<b><i>Supplemental Retirement Plan</i></b>	<p>The institution allows all employees the opportunity to supplement their retirement savings by deferring a portion of their gross salary to TIAA/CREF 403(b) retirement annuities, and/or Vanguard or Fidelity 403(b)(7) custodial accounts. The amount that may be deferred is governed by IRS Code.</p>
<b><i>Short-Term Disability</i></b>	<p>The institution provides one month of full pay and one month of 50% pay for short-term disabilities during the first two years of service. Duration of pay continues to increase with extended service until six (6) months of full pay. All institutional benefits continue during any period of paid disability.</p>
<b><i>Long-Term Disability</i></b>	<p>After one year of service, the institution provides fully paid long-term disability insurance. This plan provides a continuance of 60% of pay beginning with the seventh month of total and permanent disability. The one-year waiting period is waived with proof of an existing Long-Term Disability policy from the previous employer.</p>

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<i>Tuition Waiver</i>	Following the first full semester of employment, the institution provides full-tuition waiver to eligible employees and their spouses for undergraduate, accredited courses. In addition, tuition is waived for courses taken at the Seminary. Tuition is waived for courses toward a Moravian College MBA for the employee only. Qualified dependent children are eligible for undergraduate tuition waiver after the employee has completed two years of service.
<i>National Tuition Exchange</i>	The institution is a member of Tuition Exchange, a program that enables eligible children to attend member institutions and receive in most cases, full waiver of tuition fees, and in some cases, waiver of housing costs. Due to certain rules and restrictions, children are not guaranteed a Tuition Exchange scholarship. Eligibility requirement: two years of service.
<i>LVAIC Tuition Exchange</i>	Following the first full semester of employment, waiver of tuition fees is provided to eligible employees and their spouses on a space-available basis for up to four undergraduate courses a year at member institutions of LVAIC. Member institutions include DeSales University, Cedar Crest, Lafayette and Muhlenberg Colleges, and Lehigh University.
<i>Sabbaticals and Other Leaves</i>	Faculty who have completed seven years of continuous full-time service at Moravian College are eligible to apply for a sabbatical leave. Compensation for a one-term leave is a person's full salary; for a one-year leave, compensation is one-half salary paid over one year or three-fourths salary paid over two years. The College considers applications for voluntary leaves without salary for the purposes of professional development.
<i>Professional Conferences</i>	Each department and office of the institution has a budget to support attendance at professional conferences and workshops. Funds provided may not always cover full expenses.
<i>Faculty Development &amp; Research Committee</i>	This Committee dispenses from its annual budget varying amounts in response to proposals from faculty to support research and professional development.

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Further details about the plans can be obtained from the Human Resources Office, 1200 Main Street, Colonial Hall 3<sup>rd</sup> Floor, Bethlehem, PA 18018. The phone number is (610) 861-1528.

*This synopsis briefly summarizes the plans available to benefits eligible faculty. This document is not all-inclusive, is subject to change, and does not constitute a contractual agreement.*