

NORTHEAST COMMUNITY COLLEGE POLICY MANUAL

SECTION 7– HUMAN RESOURCES SUBSECTION 75 – EMPLOYEE BENEFITS – INSURANCE & RETIREMENT

POLICY NUMBER: BP – 7502

ELIGIBILITY STANDARD FOR EMPLOYEE INSURANCE AND RETIREMENT BENEFITS

1. POLICY REASON/PURPOSE/INTENT

To establish principles for eligibility standards for employee insurance and retirement benefits.

2. DEFINITIONS

N/A

3. POLICY

3.1 Employees of Northeast Community College who work a minimum of 1560 hours or teach a minimum of 75% of a full-time faculty load (BP-7244) per fiscal year or combination thereof, are eligible for employee insurance and retirement fringe benefits for which they qualify during their period of actual employment. The only exception will be those benefits purchased from carriers whose specifications deviate from this eligibility standard.

4. APPLICABILITY

N/A

EFFECTIVE DATE: 08/08/2019

ORIGINAL ADOPTION DATE: 06/10/1976 (item #1325)

REVISION DATE (AND BOARD OF GOVERNORS' MINUTES ITEM NUMBER): 09/14/1978 (item #2090); 07/09/1981 (item #3013); 01/12/1989 (item #5156); 01/16/1997 (item #7893); 03/12/1998 (item #8267); 10/09/2014 (item #11517); 08/08/2019 (item #12520)

PRIOR POLICY/PROCEDURE NUMBER: 4140

SCHEDULE FOR REVIEW: 2024

DIVISIONS/DEPARTMENT RESPONSIBLE FOR REVIEW & UPDATE: Human Resources

SPONSORING DIVISION/DEPARTMENT: Human Resources

RESCINDED DATE: none

LEGAL REFERENCE: none

CROSS REFERENCE: none

PROCEDURE(S) FOR POLICY: none

RELATED POLICIES/REFERENCES: BP-7020; BP-7244

POLICY KEY WORDS: eligibility insurance; eligibility retirement