

**THE UNIVERSITY OF TENNESSEE**  
**Faculty and Staff Benefits**

| BENEFIT  | WHO PAYS?  | WHO'S ELIGIBLE?  | WHEN ARE YOU ELIGIBLE?  | WHAT IT MEANS TO YOU...  |
|--|--|--|---|--|
| <b>RETIREMENT</b>  |  |  |   |  |
| <b>Tennessee Consolidated Retirement System (TCRS) Hybrid Plan</b> | Defined Benefit<br>Employee – 5 %<br>Employer – 4%<br>Defined Contribution<br>Employee –<br>Optional 2%<br>Employer – 5% | Faculty, Exempt, and Non-exempt<br>-Regular Full-time<br>-Regular Part-time  | Immediately   | Vested after 5 years of full-time service. Portable within TN Government. Formula benefits based on average salary and service.  |
| <b>Optional Retirement Plan (ORP) Hybrid Plan</b>                  | Employee – 5 %<br>Employer – 9%<br>Defined Contribution<br>Employee –<br>Optional 2%                                     | Faculty and Exempt<br>-Regular Full-time<br>-Regular Part-time   | Immediately   | Immediate vesting. Portable in higher education. Retirement annuity based on investments over career. Choice of three vendors, TIAA/CREF, VALIC and VOYA   |
| <b>Social Security</b>   | Employee & university equally  | Regular Full-time<br>Regular Part-time<br>Temporary  | Immediately   | Additional financial assistance at retirement  |
| <b>DEFERRED COMPENSATION</b>                                       |  |  |   |  |
| <b>401(k), 403(b), 457 and Roth 401(k)</b>                         | Employee   | Regular employees  | Immediately   | Federal tax savings at time of deduction with payments received at retirement  |
|  | University   | Employees eligible to participate in retirement  | Date eligible to participate in retirement.                     | 401(k) Plan - \$50 per month matching contribution to either regular or Roth plan. Must be enrolled in a retirement plan.  |
| <b>GROUP INSURANCES</b>  |  |  |   |  |
| <b>State of TN Group Insurance</b>                                 | University – 80%<br>Employee – 20%<br>(for all plans)  | Regular Full-time<br>Regular Part-time – 75%+<br>Temporary – 75+   | First of month following one full calendar month of employment. | <b>Premier PPO</b><br><b>Standard PPO</b><br><b>CDHP (high deductible)</b>   |
| <b>Dental &amp; Vision</b>   | Employee – 100%  | Regular Full-time<br>Regular Part-time – 75%+<br>Temporary – 75+   | First of month following one full calendar month of employment. | Coverage based on plan chosen. Two plans are available for Dental & Vision.  |
| <b>Basic Life</b>  | Employee & University Share  | Regular Full-time<br>Regular Part-time – 75%+<br>Temporary – 75+   | First of month following one full calendar month of employment. | Coverage based on salary   |
| <b>Voluntary Accidental Death &amp; Dismemberment</b>              | Employee – 100%  |  |   |  |
| <b>Optional Term Life</b>  | Employee – 100%  | Regular Full-time<br>Regular Part-time – 75%+<br>Temporary – 75+   | First of month following one full calendar month of employment. | Coverage based on plan chosen. Option for additional life insurance on self, spouse and/or children.   |
| <b>Long Term Disability</b>  | Employee – 100%  | Regular Full-time<br>Regular Part-time – 75%+<br>Temporary – 75+   | First of month following one full calendar month of employment. | Salary replacement benefit (66.67%) after four full months of disability.  |
| <b>Short Term Disability</b>                                       | Employee – 100%  | Regular Full-time<br>Regular Part-time – 75%+<br>Temporary – 75+   | First of month following one full calendar month of employment. | Salary replacement benefit (60%) up to six months.   |
| <b>LEAVES</b>  |  |  |   |  |
| <b>Annual Leave (Vacation)</b>                                     | University   | Regular Full-time<br>Regular Part-time hired on or before 1/31/2014 – any %<br>Regular Part-time hired on or after 2/1/2014 – 75%+ | Immediately   | Regular Full-time<br><b>**Nonexempt Only**</b><br>1-5 years service – 12 days per year<br>6-10 years – 18 days per year<br>11-20 years – 21 days per year<br>20+ years – 24 days per year<br><b>**Exempt &amp; 12-mth Faculty**</b><br>24 days per year – 2 days a month<br>Regular Part-time - pro rata to his/her planned working time in IRIS |
| <b>Sick Leave</b>  | University   | Regular Full-time<br>Regular Part-time hired on or before 1/31/2014 – any %<br>Regular Part-time hired on or after 2/1/2014 – 75%+ | Immediately   | Regular Full-time<br>12 days per year – 1 day per month<br>Regular Part-time - pro rata to his/her planned working time in IRIS  |

**THE UNIVERSITY OF TENNESSEE**  
**Faculty and Staff Benefits**

| <b>BENEFIT</b>   | <b>WHO PAYS?</b>   | <b>WHO'S ELIGIBLE?</b>   | <b>WHEN ARE YOU ELIGIBLE?</b>  | <b>WHAT IT MEANS TO YOU...</b>  |
|--|--------------------|--|--|---|
| <b>LEAVES, Cont'd</b>  |                    |  |  |   |
| <b>Sick Leave Bank</b>   | Employee Donations | Regular Full-time<br>Regular Part-time                                 | Annual enrollment April through June. 30 calendar day waiting period after donation before benefit is available. | Provides sick leave to member employees who have suffered disability due to a personal illness, injury, or quarantine and who have exhausted their compensatory time and personal, sick, and annual leave balances                          |
| <b>Family Medical Leave</b>  | University         | Regular Full-time<br>Regular Part-time                                 | After 12 months with at least 1,250 hours worked   | Provides time off to eligible employees consistent with the federal FML Act and Tennessee Parental Leave Act  |
| <b>Holidays</b>  | University         | Regular Full-time<br>Regular Part-time (prorated)                      | Immediately  | Eight paid holidays a year: New Year's Day, Martin Luther King Jr. Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day.  |
| <b>Administrative Closings</b>   | University         | Regular Full-time<br>Regular Part-time (prorated)                      | Immediately  | Days off with pay as declared by the university – typically the Friday after Thanksgiving and the remainder of Christmas week.  |
| <b>Funeral &amp; Bereavement Leave</b>                                 | University         | Regular Full-time<br>Regular Part-time                                 | Immediately  | Five days due to death of spouse, child, stepchild, parent, or stepparent. Three days due to death of grandparent, grandchild, parent-in-law, foster parent, brother, sister, brother-in-law, sister-in-law, daughter-in-law, or son-in-law |
| <b>Court Leave</b>   | University         | Regular Full-time<br>Regular Part-time<br>-----<br>Temporary & Student | Immediately<br><br>-----<br>After six months   | No loss of regular pay  |
| <b>Military Leave</b>  | University         | Regular Full-time<br>Regular Part-time                                 | Immediately  | Per policy, upon request  |
| <b>Educational Leave</b>   | University         | Regular Full-time<br>Regular Part-time                                 | Immediately  | Per policy, upon request  |
| <b>Personal Leave Day</b>  | University         | Regular Full-time (nonexempt<br>Regular Part-time only)                | Immediately  | Per policy, upon request  |
| <b>EDUCATIONAL ASSISTANCE</b>  |                    |  |  |   |
| <b>Employee Attending UT</b>   | University         | Regular Full-time<br><br>Regular Part-time                             | Immediately  | Credit courses not to exceed 9 credit hours per term (correspondence courses not included)<br>Pro-rated according to policy schedule  |
| <b>Employee Attending Tennessee Board of Regents institutions</b>      | University         | Regular Full-time  | Immediately  | One credit course per term (correspondence courses not included)  |
| <b>Spouse &amp; Eligible Children Attending UT or TBR Institutions</b> | University         | Regular Full-time<br>Regular Part-time – 50%+                          | Immediately<br>After one year waiting period   | 50% of undergraduate in-state maintenance fee<br>Pro-rated according to policy schedule   |
| <b>OTHER</b>   |                    |  |  |   |
| <b>Longevity Pay</b>   | University         | Regular Full-time<br>Regular Part-time 82.05%+                         | With 36 full-time equivalent months at 82.05% or more, with UT, TBR, or state agencies                           | Bonus pay for 3 or more years of full-time service with state up to a maximum of 30 years   |
| <b>Flexible Benefits</b>   | Employee           | Regular Full-time<br>Regular Part-time 75%+                            | Immediately  | Exclude, from federal taxes, premiums paid by you for group medical insurance, dental insurance and amounts you contribute to a medical and/or dependent care reimbursement account   |
| <b>Workers' Compensation</b>   | University         | All employees  | Immediately  | Medical care and compensation for work-related injury or illness per state statute  |
| <b>UT Libraries</b>  | Employee           | Regular Full-time<br>Regular Part-time                                 | Immediately  | Book checkout privileges  |

The University of Tennessee does not discriminate on the basis of race, sex, color, religion, national origin, age, disability or veteran status in provision of educational programs and services or employment opportunities and benefits. This policy extends to both employment by and admission to the university.

The university does not discriminate on the basis of race, sex, or disability in its education programs and activities pursuant to the requirements of Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act (ADA) of 1990.

Inquiries and charges of violation concerning Title VI, Title IX, Section 504, ADA or the Age Discrimination in Employment Act (ADEA), or any of the other above referenced policies should be directed to the appropriate campus or institute office. Requests for accommodation of a disability should be directed to the campus or institute ADA coordinator. Please contact your campus or institute human resources offices if you need assistance in contacting these offices.

01/08/2021