

KANSAS STATE UNIVERSITY

UNCLASSIFIED EMPLOYEE BENEFITS

Welcome to Kansas State University! When you join the K-State family, you gain access to a variety of benefits that make your life a little better. We truly believe that our employees are the university's greatest assets, and we take pride in ensuring you work in a positive, responsive environment that prioritizes your needs. Benefit eligible employees are employees in a non-temporary position hired for 0.5 FTE or greater.

If you have any questions about the benefits listed below, please contact Human Capital Services for more information.
k-state.edu/hcs/benefits

YOUR HEALTH

Health insurance — You can select from a variety of medical insurance plans, including prescription, dental and vision. Coverage begins on the first of the month following 30 days of employment.*

Flexible spending accounts (FSA) — You may select pre-tax payroll deductions for qualified health expenses for you and your dependents. Dependent care FSA for qualified dependents is also available.*

Health and wellness — HealthQuest, a state of Kansas program, provides health and wellness services, some of which may lower employee health insurance premiums.

Live Your Best Wellness — K-State's wellness program assisting and encouraging employees to "Live Your Best" in a holistic sense. Join the movement: #PurpleIsProgress

YOUR BENEFITS & DISCOUNTS

Workers compensation — You are covered at any location at which you are working for the university.

Long-term disability — You are covered by long-term disability insurance as of the first day of hire.

Optional long-term care — You have two options for long-term care insurance. Legacy Services is an individualized policy program broker, and Genworth offers a group policy through the State Employee Health Plan (SEHP).

AFLAC policies — Optional insurance policies are available to you through a partnership with AFLAC and the K-State Credit Union.

Employee assistance program — You have access to a variety of resources to help you and your family members through life events.

Employee discounts — Various university departments provide employee discounts. These include, but are not limited to, K-State Athletics, McCain Auditorium, Recreational Services and Colbert Hills Golf Course.

State Thanks and Recognition (STARS) — This program is sponsored by the state of Kansas and provides a variety of discounts to employees.

*See footnote on back page

UNCLASSIFIED EMPLOYEE BENEFITS CONTINUED

YOUR TIME

Vacation leave — You will accrue eight hours of vacation time per pay period, with adjustments for part-time employment, not to exceed 176 hours per year and to a maximum accrual of 304 hours. Faculty on 9-month contracts do not earn vacation leave.

Sick leave — You will earn 3.7 hours of sick leave per pay period. Leave is adjusted based on the number of hours worked in a pay period.

Holidays — You receive paid holidays, as designated by the State of Kansas.

Special leave — Other leave options are available for qualified events, including funeral/bereavement leave, military leave or Family and Medical Leave (FMLA) entitlements.

YOUR FUTURE

Kansas Board of Regents Mandatory Retirement Plan (KBOR) — You may choose between two providers, VOYA Financial and TIAA. After a one-year waiting period, you contribute 5.5 percent of your pretax salary to your retirement account, with an additional 8.5 percent of your salary contributed by the university.* †

Voluntary 403(b) plans — Choose from multiple providers and make employee-only contributions through a pretax and/or after-tax payroll deduction.

Deferred compensation (457) — You may make contributions on a pretax basis through payroll deduction to Great West Financial Partners.

Learning Quest Education Savings Program (529) — An excellent way to save for education expenses, the plan allows earnings to accumulate on a tax-deferred basis and distributions are tax and penalty free when used for qualified education expenses.

† Some employees may be eligible for a waiver of the waiting period. See k-state.edu/hcs/benefits for more information.

*Many benefits have deadlines for enrollment for new employees. Please see the HCS Benefits website (k-state.edu/hcs/benefits) for more information regarding deadlines and enrollment FAQs.

YOUR EDUCATION

Employee tuition assistance — The university provides tuition assistance for one undergraduate or graduate course for up to three hours of credit during each fall, spring and summer semester.

Dependent/spouse tuition assistance — Full-time students may receive a tuition grant for up to seven undergraduate credit hours or three graduate credit hours per fall and/or spring semester. This benefit is not available for unclassified employees on a term contract.

Basic life insurance — The university provides an amount equal to 150 percent of your annual compensation.

KPERS optional life insurance — You are eligible for a guaranteed issue of \$250,000 if enrolled within 30 days of hire and may purchase coverage from \$5,000 to \$250,000 for you or your spouse, subject to underwriting approval. *

Teachers and Employees Association (TEA) optional life insurance — This plan provides a guaranteed issue of \$50,000 if enrolled within 30 days of hire. Coverage from \$10,000 to \$250,000 is available, subject to underwriting approval. Coverage for dependents and will preparation also is available.*