Benefits Summary for Eligible Employees
www.k-state.edu/hr

Health Insurance and Wellness

Health Insurance Employee selects from a variety of medical insurance plans (including prescription, dental, vision) available through the State of Kansas. Employee must apply for coverage and provide required documentation for dependents within 31 days of employment. Coverage begins on the first of the month following 30 days of employment.

Flexible Spending Accounts (FSA) Employee may select pre-tax payroll deductions for reimbursement for medical, dental expenses and/or dependent care expenses. Employee must apply for coverage within 31 days of employment; coverage begins on the first of the month following 30 days of employment.

Health and Wellness State of Kansas, HealthQuest, provides health and wellness services, some of which may lower the employee health insurance premiums.

Retirement Plans -- Mandatory

Kansas Board of Regents Mandatory Retirement Plan (KBOR) is for faculty and unclassified professional employees. Plan providers are VOYA Financial and TIAA-CREF. Following a one-year waiting period, mandatory participation includes 5.5% of gross salary withheld from the employee’s pre-tax salary matched by 8.5% of the salary paid by the University. The waiting period may be waived if specific criteria are met within 90 days of hire.

Kansas Public Employees Retirement System (KPERS) covers University Support Staff. Employees pay 6% of gross pay on a pre-tax basis. New employees hired on or after 01/01/2015 are Tier III employees Contributions begin at date of hire.

Savings Plans - Voluntary

Voluntary 403(b) plans are offered by multiple approved providers with contributions made through payroll deduction on a pre-tax and/or after-tax basis to the maximum limit allowed by federal regulations.

Deferred compensation (457) contributions may be made on a pre-tax basis through payroll deduction to Great West Financial Partners to the maximum allowed by federal regulations.

Learning Quest Education Savings Program (529) offers tax-deferred earnings growth on savings for educational expenses incurred by the beneficiary(ies).

Life Insurance

Basic Life Insurance for each benefits-eligible employee in an amount equal to 150% of the employee’s annual compensation is paid by Kansas State University.

KPERS Optional life insurance provides guaranteed issue of $50,000 if purchased within 30 days of the employee’s initial hire. Coverage from $5,000 to $250,000 is available and subject to approval if amount exceeds the guaranteed issue or if purchase is outside the guaranteed issue window. Spousal coverage available.

Teachers and Employees Association (TEA) Optional life insurance provides guaranteed issue of $50,000 if purchased within 30 days of the employee’s initial hire. Coverage from $10,000 to $250,000, subject to underwriting approval. Dependent coverage and will preparation are available.
Leaves and Holidays

Vacation Leave
Faculty on 12-month contract and unclassified employees accrue 8 hours per pay period, with adjustments for part-time employment to a limit of 176 hours per year with a maximum accrual of 304 hours. Leave is available for use following the pay period in which it is earned.

University Support Staff accrue 3.7-6.7 hours per pay period, adjusted for part-time employment, depending upon years of service with a maximum accrual of 304 hours. Leave is available for use following the pay period in which it is earned.

Sick Leave  Full-time employees earn 3.7 hours per pay period. Leave is adjusted and prorated based upon the number of hours worked within a pay period. Sick leave may be used for employee’s personal illness or for qualified medical care. Under defined circumstances, sick leave may be used for illness or qualified medical care of family members.

Holidays  The university pays for employees to be off work on days designated by the Governor as holidays. A Discretionary Day (for those who accrue vacation leave) is also awarded if designated by the Governor.

Special Leaves  Funeral/Bereavement Leave provides up to 6 working days for bereavement or the funeral of a close relative. Military Leave programs vary according to orders. Family and Medical Leave (FMLA) covers a qualified event.

Workers Compensation
Employees are covered at any location at which they are working for K-State, beginning on the first day of employment.

Long-Term Disability
Employees are covered by long-term disability insurance, beginning on the first day of employment.

Other Insurance Programs

Long-Term Care (Optional)  Two options for Long-Term Care Insurance: Legacy Services, an individualized policy program broker and a group policy offered by the State Employee Health Plan (SEHP) through Genworth.

AFLAC policies are available through a partnership with AFLAC and the K-State Credit Union.

Tuition Assistance - full-time employees

Employees  K-State provides tuition assistance for one K-State undergraduate or graduate academic credit course for up to 3 hours of credit during each fall, spring, and summer semester.

Dependent/Spouse  Full-time students may receive a tuition grant for up to 7 undergraduate credit hours or 3 graduate credit hours per fall/spring semester.

Other Benefits

Employee Assistance Program  Services are available upon employment and are designed to help employees and their family members with life events.

Employee Discounts  Various university departments provide employee discounts for their products and services including, but not limited to, K-State Athletics, McCain Auditorium, Recreational Services, and Colbert Hills Golf Course. Contact the respective department for more information.

STARS  “State Thanks & Recognition,” sponsored by the State of Kansas, includes a variety of discounts available to employees.