

## **BOSTON COLLEGE BENEFITS OFFICE**

### **Benefits Changes Part-time to Full-time Position**

The following outlines the effect on benefits when an employee changes from a part-time to a full-time benefits-eligible position.

#### **Medical, Dental and Vision Insurance**

##### **Retiree Medical Benefit**

By current policy, an employee hired after 1/01/2006, who changes from part-time to fulltime status, will be eligible for enrollment in the Boston College “Retiree Medical Savings Account” (RMSA) plan upon attainment of age 50 or, if already age 50 or older, upon becoming full-time. (non-

)  
Coverage amount increases due to higher salary.

##### **Supplemental Life Insurance** (contributory)

No change.

##### **Flexible Spending Accounts**

No change.

##### **Farmers Automobile and Homeowner's Insurance**

No change.

##### **MetLife Legal Plan**

No change.

##### **Vacation**

Vacation time accrues at the same rate, but the accumulation may be converted from hours to days (e.g., a part-time employee who has 60 vacation hours accrued and moves to a 35 hours/week position, will have 8.57 full vacation days at 7 hours/day).

##### **Personal Days**

No change. Two personal days per year available to non-exempt (weekly) employees.

**Sick Leave**

A part-time employee who moves to a full-time non-exempt (weekly) position may convert sick leave accrual from hours to days (e.g., a person with 96 hours of accrued sick time, who moves to a 35 hours/week position, will have 13.71 full sick days at 7 hours/day).

A part-time employee who moves to a full-time exempt (monthly) position does not need to convert the accruals because full-time employees on the monthly payroll are covered by the University's salary continuation policy, for both short-term and long-term illnesses, up to a maximum of six consecutive months.

**Tuition Remission**

The Employee Benefit, which is pro-rated for part-time employees, changes to 100% for both undergraduate and graduate courses. Full-time employees are also entitled to a Spouse Benefit (50% for the first five years and 100% after five consecutive years of fulltime service) and a Child Benefit (100% after five years) for undergraduate courses only. Refer to the on-line "Employee Handbook" for additional policy information.

**Long-Term Disability Insurance**

For part-time non-exempt (weekly) employees, coverage continues, but at the full-time salary level. Exempt (monthly) employees are enrolled in the Disability Plan after one year of full-time employment.

**Short-Term Disability Payments**

This provision applies to non-exempt (weekly) employees who have completed one year of full-time, benefits-eligible service.

**Financial Planning Subsidy**

Employees, age forty and over, with at least one year of full-time service at Boston College are eligible to participate in this program.

**Employee Death Benefit**

Applies to full-time employees.

