

## Bay Mills Community College Benefit & Leave Synopsis

	Full-time Regular	Part-Time Regular (20-28)	Part-time (<20)	Student Employees	Adjunct
Health Insurance Options (BCBSM):	Yes	NA	NA	Not Eligible	Not Eligible
Life Insurance (Mutual of Omaha):	Yes	NA	NA	Not Eligible	Not Eligible
Retirement (TIAA-CREF) with 5% contributions:	Yes	Eligible, IF expected to work 1000+ hrs\year	Eligible, IF expected to work 1000+ hrs\year	Not Eligible	Not Eligible
Compensation & Salary Increases:	Yes	TBD	TBD	Not Eligible	Not Eligible
Tuition Reimbursement Policy:	Yes	Not Eligible	Not Eligible	Not Eligible	Not Eligible
Paid Holidays:	Day off with pay	Yes, if it falls on normally scheduled day of work. Day off with pay.	Yes, if it falls on normally scheduled day of work. Day off with pay.	No Holiday Benefits recognized; may choose to work for regular pay	Campus closed, no class
Inclement Weather Closings:	Day off with pay	Yes, if it falls on normally scheduled day of work. Paid and do not have to attend work.	Yes, if it falls on normally scheduled day of work. Paid and do not have to attend work.	No inclement weather hours recognized; may work for regular pay.	Campus Closed, may be required to make up class

PAID LEAVE PLAN	Staff & Administration	Faculty	Part-Time Regular (20-28)	Part-time (<20)	Student Employees	Adjunct
Short Term Leave (Sick Leave)	2 hours per week	48 per semester	Pro-rated based on hours worked	Not Eligible	Not Eligible	Not Eligible
Personal Leave	12 per semester	12 per semester	Not Eligible			
Vacation Leave	2-4 hours per week, based on length of service	None: 13 weeks of summer off	Not Eligible			

This document provides an overview of BMCC Personnel Policies related to benefits and leave time. For specific policies, please refer to the Human Resources Personnel Manual.