



# APSCUF

ASSOCIATION OF PENNSYLVANIA  
STATE COLLEGE & UNIVERSITY FACULTIES



## Member SERVICES



August 2011

Dear Colleague:

The APSCUF membership booklet you hold in your hands reflects the spirit of dedicated staff and member volunteers, the results of serious negotiations and a continuing commitment to delivering on the promise of higher education.

Our organization represents over 6,000 professors and coaches in the Pennsylvania State System of Higher Education (PASSHE). Approximately 90 percent of your full-time colleagues have voluntarily joined us in this commitment.

As your colleague and as president of APSCUF, I strongly encourage you to be an active member of our critically important organization. Only when each member contributes can we meet any immediate or future challenges to delivering on our commitment.

Since 1972, APSCUF has negotiated collective bargaining agreements with the Commonwealth and/ or the PASSHE. These agreements have provided substantial protection and benefits for the faculty in many crucial areas: tenure, academic freedom, promotion, salary, fringe benefits, and other matters important to your professional career. Many of the membership benefits resulting from these agreements are detailed in this booklet.

In addition to the many contractual benefits and services, APSCUF has arranged for a number of unique services exclusively for union members. For an in-depth review of the entire special services area, please see the Special Services information included in this booklet.

However, APSCUF is concerned about more than just wages, hours, and conditions of employment. We are vitally concerned about the quality of academic life in the PASSHE. The pursuit of excellence in teaching and expanding our research potential are high priorities for the organization. We are at the forefront of encouraging administrations to involve their faculty in the governance of the universities.

As you may recall, APSCUF was the major organization which sponsored and secured passage of Act 188, the law creating the Pennsylvania State System of Higher Education. Continuing our tradition of academic leadership, APSCUF has again taken the lead in lobbying for increased legislative funding for the PASSHE. A state-owned system, approximately 30 percent of university funding is provided by the General Assembly. Capital funding bills, which provide needed revenues for new construction, also have a high lobbying priority.

(over)

In closing, I would hope that no one joins APSCUF solely for the attractive benefits. Benefits are only a small part of what we are all about. APSCUF is the sole voice for protecting the rights faculty have won - academic freedom, due process, a role in hiring, promotions - and, most importantly, ours is the strongest voice raised in the defense of maintaining the academic excellence of our institutions. Please join us in our efforts.

Again, I encourage you to not only be a member of APSCUF, but to be an active, contributing member. Exercise your rights by simply contacting your campus APSCUF president or any of the headquarters staff.

Cordially,

A handwritten signature in black ink, appearing to read "Steve Hicks". The signature is written in a cursive style with a large, stylized initial "S".

Steve Hicks  
President

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[www.APSCUF.org](http://www.APSCUF.org)





## MEMBERSHIP APPLICATION

Date: \_\_\_\_\_

NAME: Last \_\_\_\_\_ First \_\_\_\_\_ MI \_\_\_\_\_

PHONE: Home \_\_\_\_\_ Office \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_ # and Street \_\_\_\_\_

INSTITUTION \_\_\_\_\_ DEPARTMENT \_\_\_\_\_

CITY \_\_\_\_\_ COUNTY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

CAMPUS (if Branch) \_\_\_\_\_ GENDER \_\_\_\_\_

With this card and my signature I hereby accept and agree to maintain membership in accordance with the Collective Bargaining Agreement between APSCUF and the Pennsylvania State System of Higher Education (PASSHE).

I hereby authorize the PASSHE to deduct professional association dues from my paycheck as agreed upon and provided for in the Collective Bargaining Agreement between APSCUF and the PASSHE. This authorization shall be valid while I remain in the employ of the Pennsylvania State System of Higher Education unless I notify APSCUF and the PASSHE in writing that this authorization is revoked. Such notice must be given in accordance with the provisions of the Collective Bargaining Agreement between APSCUF and the PASSHE. (Over)

EFFECTIVE Starting with 20 \_\_\_\_-20 \_\_\_\_

SIGNATURE \_\_\_\_\_

Academic Year

SOCIAL SECURITY # or EMPLOYEE IDENTIFICATION # \_\_\_\_\_

Dues paid to APSCUF are not deductible as charitable contributions for federal income tax purposes. Dues paid to APSCUF, however, may qualify as business expenses, and may be deductible in limited circumstances subject to various restrictions imposed by the Internal Revenue Code.





# *Introduction* **TO APSCUF**

## Proud of our past...looking toward our future

What began in 1937 as a professional organization for faculty at Pennsylvania's Teacher Colleges has evolved into an organization touching the lives of over 120,000 students and their families each year.

Today, APSCUF represents 6,000 faculty members and coaches at Pennsylvania's 14 publicly owned universities — the Pennsylvania State System of Higher Education (PASSHE). APSCUF members honor the privilege of instructing the state's future leaders in business, education, service and technology sectors as well as numerous other endeavors.

Since 1972, APSCUF has negotiated collective bargaining agreements with the Commonwealth. These agreements have provided substantial protection and benefits for the faculty in many crucial areas:

- \* Bargaining unit members are placed on a competitive wage scale;
- \* Bargaining unit members enjoy full medical and prescription drug coverage which is 85% **employer**-paid if the member participates in the Healthy U program. Members not participating in Healthy U still enjoy 75% **employer**-paid coverage;
- \* Bargaining unit members are provided, free of cost, life insurance equivalent to a full year's salary up to a maximum of \$50,000;
- \* Bargaining unit members receive dental and vision care coverage, as well as wellness exam coverage, through the PA Faculty Health & Welfare Fund;
- \* Bargaining unit members possess due process guarantees that were a first nationally, and are still among the most comprehensive in the nation, for permanent faculty members.

***When one takes into account the competitive pay scale, the excellent medical benefits, and the total package which comprises the APSCUF/PASSHE agreement, APSCUF's contract is considered among the nation's best!***

## **Our Role**

APSCUF is the national leader in protecting and advancing faculty rights. The APSCUF/PASSHE collective bargaining agreement guarantees bargaining unit participation in the hiring, tenure, and promotion processes, in sabbatical leave determination, and in curricula decisions.

Is APSCUF service of any value? You bet it is — APSCUF service is a big contribution to our colleagues and students, and it is valued highly in promotion and tenure applications. Join our organization and get involved! There are many local and state opportunities for you to become active in our organization. See your chapter president for information.

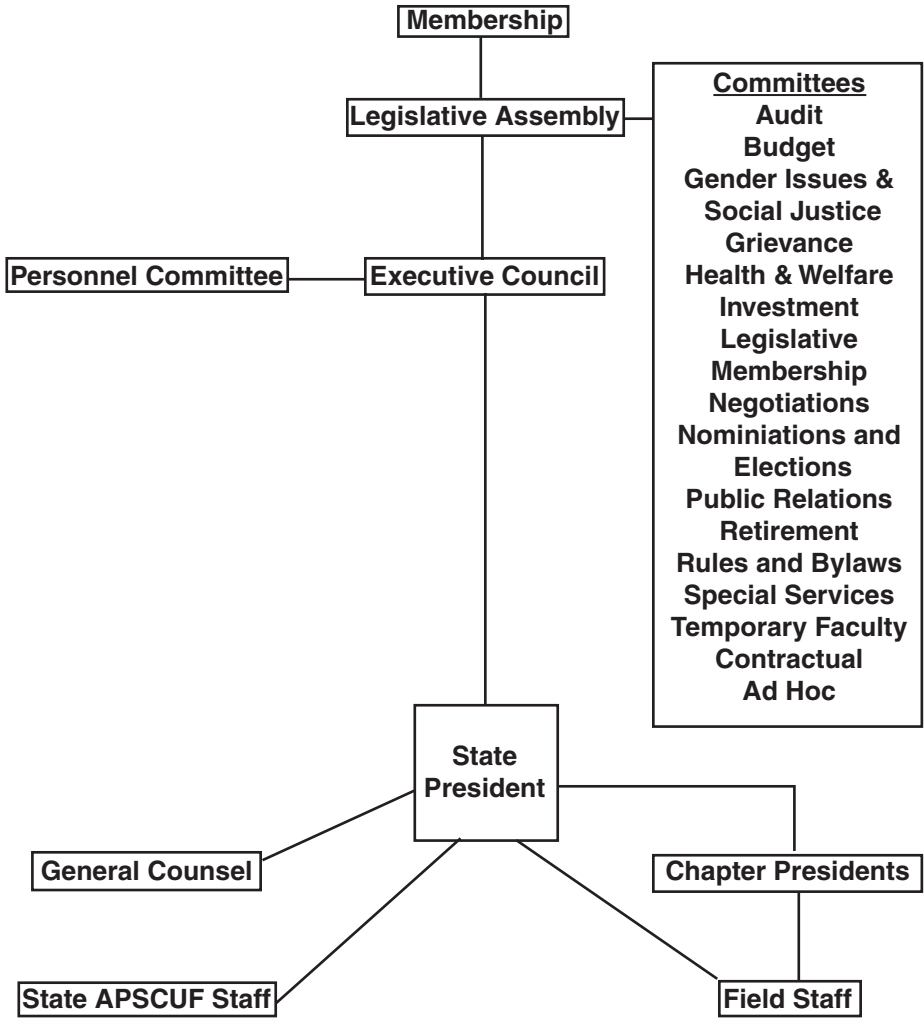
The APSCUF Grievance Procedure guarantees enforcement of faculty rights enunciated in the APSCUF/PASSHE collective bargaining agreement APSCUF has a nationally acclaimed record for its successes in grievance and arbitration actions that protect faculty rights.

Have a contractual question or a potential grievance? APSCUF's local chapter president and grievance chair are happy to answer your questions.

## **Our Record**

APSCUF has one of the most impressive records of any higher education faculty union in the nation in **defending faculty rights, protecting academic freedom, successful negotiations and contract implementation, saving faculty jobs and securing the rehiring of faculty , and preserving quality education.**

## Our Structure



### **State APSCUF Headquarters**

**319 North Front Street**

**Harrisburg, PA 17101**

**Phone: 800-932-0587 Fax: 717-236-1883**

**Internet: [www.apscuf.org](http://www.apscuf.org)**

**State President: Steve Hicks**



# *Special* SERVICES

**All full dues paying APSCUF members are eligible to use the Special Services program. Information on these programs (including links and access codes) are available 24/7 to members via the Members Only section of the State APSCUF web site at [www.apscuf.org](http://www.apscuf.org). It's easy to register for the Members Only site – just call your local APSCUF office and provide a user name and password.**

### **PREFERRED GROUP VEHICLE INSURANCE**

If you are a full dues paying member of APSCUF/APSCURF and qualify for insurance under Nationwide's Affinity, you may be able to purchase vehicle insurance at a lower cost than your present carrier. If you have not received a Nationwide quote recently – you may want to check them out again to see if you can save money on your insurance.

### **HOMEOWNERS/RENTERS INSURANCE**

If you are a full dues paying member of APSCUF/APSCURF and qualify for insurance under Nationwide Homeowners, you may be able to purchase insurance at a lower cost than your present carrier.

### **SCHOLARSHIP AWARDS (LOCAL AND STATE)**

Each local APSCUF chapter has a scholarship fund and its own regulations governing the disbursement of scholarship money. State APSCUF will match each local's funds up to a maximum of \$1000.00. For more information, contact your local APSCUF office. State APSCUF offers an annual State Scholarship. See web information for entire application packet and guidelines.

State APSCUF has an annual scholarship program. Information about the scholarship is normally announced in October with the deadline for application/essay materials being the first part of March. The recipient is announced in August. Completed packets (eligibility rules and guidelines) may be downloaded from [www.apscuf.org](http://www.apscuf.org) or from the local APSCUF office.

## **DISCOUNT MAGAZINE PROGRAM**

The Quality School Program (QSP) is owned and operated by Readers Digest. QSP is more widely known for its fundraising efforts in basic education. There are two ways to order – on-line and/or through the mail. Information is generated and distributed each academic year of at least the top 300-400 magazines. Each local APSCUF office and the state APSCUF office have a supply of the brochures, order forms, instruction sheets, and a separate complete listing is available in the Members Only section.

## **THEME PARK DISCOUNTS**

Seasonal discount coupons for various amusement parks are available from your local APSCUF office.

## **ALAMO & NATIONAL RENTALS**

Alamo and National provide discounts on rates as well as special promotions and coupons. Faculty interested in this service can check it out the Members Only Section or contact the local APSCUF office or the Director of Membership Services at State APSCUF.

## **VERIZON WIRELESS DISCOUNT PROGRAM**

APSCUF members can enjoy an 18% discount off their current or new Verizon Wireless account. Discount applies to accounts costing more than \$34.99 a month. Faculty interested in this service can view the details in the Members Only Section, contact the local APSCUF office, or contact the Director of Membership Services at State APSCUF.

## **AT&T WIRELESS DISCOUNT PROGRAM**

APSCUF members can enjoy a 15% discount off their current or new AT&T Wireless accounts. Faculty interested in this service can view the details in the Members Only Section, contact the local APSCUF office, or contact the Director of Membership Services at State APSCUF.

## T-MOBILE WIRELESS DISCOUNT PROGRAM

APSCUF members can enjoy a 15% discount off their current or new T-Mobile Wireless accounts. Faculty interested in this service can view the details in the Members Only Section of the APSCUF website, contact the local APSCUF office, or contact the Director of Membership Services at State APSCUF.

Let's Stand Together  
**...for Students**



[www.APSCUF.org](http://www.APSCUF.org)





# *Faculty* HEALTH COVERAGE

As of July 1, 2011, the Pennsylvania State System of Higher Education renewed its contract with Highmark Blue Shield as the health vendor for the Comprehensive Indemnity and Preferred Provider Organization (PPO) programs for faculty and coach members.

New faculty and coach members will have two types of health plans to choose from when selecting their health plan coverage. These are as follows: (1) Preferred Provider Organization (PPO) and (2) contracted Health Maintenance Organizations (HMO) – based on residence and availability.

Pre-certification is required under the Highmark's health plans. Pre-certification has three components: pre-surgical certification, pre-admission and admission certifications.

Highmark's health plans require pre-certification of all elective surgical, medical and psychiatric in-hospital admissions. Pre-certification is required except for urgent and emergency in-hospital admissions which need to receive admission certification within 48 hours after admission occur or as soon as reasonably possible.

The toll-free number for providers and hospital/facilities to use to contact the Health Management Services who conduct pre-certification review is 1-866-727-4935.

## **HEALTHY U PROGRAM**

All faculty members and coaches enrolled under Highmark Blue Shield's Comprehensive Indemnity or PPO plans must participate in this wellness program to retain the base employee contribution stated in the current contract. Those who choose not to participate will be assessed an additional amount as required by the contract. Please contact your local Human Resources Office or check the APSCUF web site at [www.apscuf.org](http://www.apscuf.org).

## **HEALTH MAINTENANCE ORGANIZATION (HMO)**

The State System of Higher Education has contracted with several HMO's across the Commonwealth. Most services are paid in full when using the primary care physician (PCP). If an individual uses medical services without obtaining approval from their PCP, no reimbursement will be made.

Health benefit coverage varies from HMO to HMO. HMO's typically cover the following: in and out patient facility services, medical/surgical services, preventative services and office visits. Co-payments for certain services obtained may be applicable. These co-payments vary from service to service and from HMO to HMO.

### **Preferred Provider Organization (PPO)**

As of July 1, 2004, faculty and coach members were offered enrollment in Highmark's PPO plan for health coverage. The PPO is a type of managed care program without having to select a gate-keeper or primary care physician. Referrals are not required. However, unlike an HMO, a PPO does provide for "self-referred" or "out-of-network" reimbursement. If an individual uses medical services outside the network, the PPO will reimburse 80% of the contracted allowance (in-network) after the \$250 individual/\$500 family deductible is satisfied.

For current information, please refer to the latest edition of the employee benefits handbook provided by your employer. If you have any questions, please contact your local Human Resources Office. In addition, if you have enrollment questions or problems with any of the Highmark Blue Shield plans, the State System has a dedicated customer service line for its employees, toll-free nationwide, 1-866-727-4935. For customer service numbers for the HMO plans, please refer to the employees benefit handbook.

## **HIGHMARK/MEDCO PRESCRIPTION DRUG PROGRAM**

All faculty, spouses and dependent children enrolled in the Comprehensive Indemnity Plan, Highmark's PPO Plan and the HMO's Plans, are covered under a carved-out prescription drug program under Highmark/Medco. There is no annual deductible and co-pays are now \$0 (generic), \$15 brand (on formulary) and \$30 brand (off formulary). Mail order is 2 times the retail for a 90 day supply (\$0, \$30, and \$60). If a member/dependent requires/desires a brand name drug, his/her provider must write "brand medically necessary" on the prescription in order for the member not to be charged the difference between the generic equivalent and brand drug. The benefits coordinator in your local Human Resources Office is also available to answer questions.

## **STATE EMPLOYEE ASSISTANCE PROGRAM (SEAP)**

All faculty, coaches, their spouses/same-sex domestic partners and dependents are eligible to participate in this no cost program. All services are provided in a totally confidential manner. To talk with a skilled counselor, all you need to do is call 800-692-7459 or TDD 800-824-4306. The program provides a wide range of services to help treat a broad range of problems. SEAP is for everyone in the family and any family member may access the program. All SEAP counselors have a clinical master's degree with at least four (4) years of actual clinical experience. Please note that some counselors may not be considered and eligible provider under Highmark Blue Shield, if the sessions extend beyond the "free" session. To obtain a brochure describing the services provided by the SEAP program, you may visit your local Human Resource office.



# *Health & Welfare*

## BENEFITS

## **FACULTY ONLY**

### **USING YOUR HEALTH AND WELFARE BENEFITS**

The Pennsylvania Faculty Health and Welfare Fund administers seven (7) different benefit programs, which may not be a part of your health plan. The Fund is administered by ACA, Inc. The Fund was established through money negotiated in the collective bargaining process.

The following is a brief, step-by-step explanation of how to use your APSCUF Health and Welfare (H&W) benefits. This summary in no fashion replaces the most up-to-date version of the Program of Health and Welfare Benefits and announcements which can be viewed and downloaded from the Fund's website at [www.pafac.com](http://www.pafac.com). **PLEASE DO NOT PROVIDE ANY OF THE FEE SCHEDULES TO YOUR MEDICAL PROVIDERS.**

All PA Faculty Health and Welfare information can be viewed 24/7 at [www.apscuf.org](http://www.apscuf.org) or [www.pafac.com](http://www.pafac.com).

### **ELIGIBILITY**

Completing a **BENEFIT ENROLLMENT CARD** is the first step in qualifying for the Dental, Vision, Hearing Exam/Aid, Mammogram, Wellness, Immunizations (member only) and Educational Leave Without Pay Programs. You may obtain your enrollment card from your campus APSCUF office or APSCUF Health and Welfare Specialist.

Eligible faculty members include all **PERMANENT OR TEMPORARY FULL-TIME FACULTY**. Part-time faculty members are eligible for certain preventive benefits provided under the Fund.

Eligible dependents include spouse, same-sex domestic partners and any dependant children (up until the day before their 26th birthday). If your child does not have dental and vision benefits offered to them through an employer, they are eligible for Fund

benefits up until the day before their 26th birthday. If a child has been medically deemed unable to support his or herself prior to the day before the 19th birthday, Fund benefits will continue contingent on documentation of the circumstances. Additional details about fund benefits can be found at the Fund's website: [www.pafac.com](http://www.pafac.com).

Go to **www.pafac.com** for eligibility requirements for other dependents such as legal guardian and same-sex domestic partnership. If both parents are Faculty Members, dependents may only be listed as such on ONE FACULTY MEMBER'S enrollment card (not both).

**IMMUNIZATIONS FOR THE FACULTY PLAN** – The **faculty only** are eligible for annual reimbursement up to \$300.00 for immunizations beginning January 1, 2007. The benefit includes, but is not limited to, foreign travel, influenza, PPV (pneumonia), MMR (measles/mumps/rubella), tetanus, VZV (chicken pox) and hepatitis A & B immunizations. The Fund will reimburse up to **\$30.00** for influenza and up to \$45.00 for PPV immunizations.

**This Fund benefit is available for the reimbursement of expenses not covered under faculty members' basic health care plans. Immunizations covered by PASSHE health plans may not be submitted to the Fund for reimbursement. The Fund's benefits should not be considered a substitute for the health plan benefits provided by the PASSHE.**

**WELLNESS EXAMINATIONS AND RELATED TESTS PLAN** – **Faculty and their spouses only** are eligible for annual reimbursement up to **\$225.00** for out-of-pocket expenses incurred for physician examinations and related diagnostic tests beginning January 1, 2007. The Fund will reimburse up to **\$125.00** for physician examinations. In addition, the Fund will reimburse up to **\$100.00** for diagnostic tests including, but not limited to, glucose, lipid, pap, STDs, bone-density, prostate, colorectal, and mammogram tests.

**The Fund will not reimburse medical/surgical health plan deductibles and/or co-pays faculty and spouses may be required to pay. The Fund's benefit coverage is limited to services not otherwise covered by faculty and spouses' basic health care plans.**

## **HEARING EXAMINATION AND AID**

The Fund will reimburse up to \$120.00 once each calendar year for a hearing examination from a physician with a specialty in otolaryngology or an audiometric specialist. The Fund will reimburse \$1000 per appliance per ear. You may be eligible for this benefit once every 3 years IF a physician or audiometric specialist recommends an aid. To receive reimbursement, return completed claim form to the Fund office with the itemized bill(s). The bill(s) must include a description of the examination and/or the hearing appliance, the amount(s) charged for the examination and/or hearing aid appliance, the name of the person requiring the appliance and the doctor's certification.

## **DENTAL BENEFITS**

Schedule the appointment for you and/or your family with a dentist of your choice. Provide for your dentist a separate form for each family member receiving services. Have the regular and normal examination and services completed. Payment may be assigned to the dentist or yourself. Please sign the dental form appropriately. No matter what method of reimbursement is chosen, the patient/member and dentist signatures must appear on the claim form for processing.

There is an annual deductible of \$50 per individual with a family maximum of 3.

If the dentist is contemplating dental work which exceeds \$500.00, the services must be pre-certified by the Fund to ensure reimbursement. The dental claim form is used as the pre-certification form.

For eligibility rules, fee schedules and claim forms go to [www.pafac.com](http://www.pafac.com).

## **ORTHODONTIA SERVICES**

The eligibility rules and fee schedules are located under Class IV Services (Dental Benefits) in your Program of Health and Welfare Benefits Handbook. It is important to have your orthodontist follow the schedule. The lifetime maximum per family member under the orthodontia services is \$3,100.00. To obtain the remainder of the lifetime maximum, the faculty member must provide the Fund with documentation that shows the patient is in retention and the total bill has been paid.

## **VISION BENEFITS**

The eligibility rules, fee schedules and claim forms are located at [www.pafac.com](http://www.pafac.com). Schedule an appointment for you and/or your family members with a professional eye care specialist of your choice. Provide the professional eye care specialist with a separate claim form for each family member receiving eye care services. Pay for the eye care services directly. Vision reimbursements cannot be assigned to the provider. Complete the claim form and attach all necessary receipts and forward it to the Fund for reimbursement. The patient/member and the professional provider must sign the vision form. For traumatic eye care, please go to [pafac.com](http://pafac.com).

## **EDUCATIONAL LEAVE WITHOUT PAY BENEFITS PLAN**

This plan is designed to assist those eligible faculty members who have elected, and have been approved by the university president, to go on an educational leave without pay. The faculty member must write a letter to the Fund stating the term of leave and eligible dependent(s) information. Accompanying this communication must be the letter received from the university president approving the educational leave. The Fund will provide H&W benefits and reimburse the COBRASERV and group life insurance premiums. SEPARATELY, the faculty member must apply and pay for benefits under COBRASERV for Highmark Blue Shield. Please go to [pafac.com](http://pafac.com) for more details.

## **PART-TIME FACULTY BENEFITS**

Part-time faculty who are employed at least 25% of full-time are eligible for the preventative care benefit package as long as they have satisfied the eligibility criteria of working one (1) semester in the preceding three (3) semesters at least 25% of full-time.

The initial waiting period need only be satisfied once as long as the faculty member works at least one semester each academic year. Part-time faculty members who are employed for at least 25% to 49% of full-time are eligible for employee only benefits. Those faculty employed at least 50% to 99% of full-time have employee and lawful spouse benefits. Preventive benefits covered under this program are vision, wellness, mammography, and dental examinations (includes cleanings and x-rays). This summary in no fashion replaces the most up-to-date version of the Part-Time Program of Health and Welfare Benefits and announcements which can be viewed and downloaded from the Fund's website at **[www.pafac.com](http://www.pafac.com)**. PLEASE DO NOT PROVIDE ANY OF THE FEE SCHEDULES TO YOUR MEDICAL PROVIDERS. This benefit became effective January 1, 1994.

## **CONTINUATION OF BENEFITS UPON TERMINATION**

This program is mandatory under federal law. The government made available continuation of group benefits at 102% of the employer contribution under such circumstances as death, age limitation for eligibility; divorces and terminations. Faculty members/dependents must pay the stated premium directly to the Fund to retain benefits. Please go to [pafac.com](http://pafac.com) for more details.

## **COORDINATION OF BENEFITS**

Any faculty member who has a spouse that is employed and covered another group health insurance plan MUST coordinate both insurance plans for reimbursement. Please go to [www.pafac.com](http://www.pafac.com) for more details on this and the new policy on subrogation.

## VITAL INFORMATION

All claims forms for the PA Faculty Health and Welfare Fund can be obtained from the local APSCUF office or your local Health and Welfare Specialist. If you have questions and/or problems, please contact your local Health and Welfare Specialist. \*Before sending any information/documentation to anyone, make copies of all materials forwarded.

Local APSCUF's Health & Welfare Specialists - listed below:

<b>Campus</b>	<b>H&amp;W Specialist</b>	<b>Campus Phone</b>
Bloomsburg	Margie Eckroth-Bucher	570-389-4607
California	Mary Kreis	724-938-4356
Cheyney	Adedoyin Adeyiga	610-399-2531
Clarion	Janice Krueger	814-393-2202
East Stroudsburg	Adenike Bitto	570-422-3375
Edinboro	Ed Synder	814-732-1099
Indiana	Ramesh Soni	724-357-7786
Kutztown	Dina Hayduk	484-646-5831
Lock Haven	Martin Maresch	570-484-2055
Mansfield	Francis Craig	570-662-4774
Millersville	Julie Lombardi	717-871-2385
Shippensburg	Sally Paulson	717-477-1274
Slippery Rock	Derrick Pitard	724-738-2369
West Chester	Christine Williams	610-436-2125

### APSCUF Trustees

Indiana	John Lattanzio (Chair)	724-357-4760
Slippery Rock	Carol Holland	724-738-2132
Mansfield	William Chabala	570-662-4798

These people serve APSCUF members voluntarily. Be sure to thank them for their time and effort on your behalf.

Let's Stand Together  
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[www.APSCUF.org](http://www.APSCUF.org)





# *Retirement* OPTIONS

## **NEW TO APSCUF? YOU HAVE CHOICES FOR RETIREMENT!**

APSCUF faculty members have the option of participating in the State Employees' Retirement System (SERS), the Public School Employees' Retirement System (PSERS) or the Teachers Insurance and Annuity Association-College Retirement Equities Fund (TIAA-CREF). SERS and PSERS are defined benefit plans. TIAA-CREF is a defined contribution plan.

In 2003, three additional defined contribution retirement plans became available: ING, MetLife and VALIC. Recently, the Pennsylvania State System of Higher Education (PASSHE) discontinued the MetLife plan option and added Fidelity. PASSHE categorizes TIAA-CREF, ING, VALIC and Fidelity as parts of the Alternative Retirement Plan (ARP). You will have 30 days to make your selection, or you will be placed in the State Employees' Retirement System automatically.

## **CHOOSING A DEFINED BENEFIT PLAN**

In defined benefit plans like SERS and PSERS, the retirement benefit is determined by a statutory formula that includes an employee's final average salary, years of service and a multiplier.

## **INFORMATION FOR NEW HIRES**

In 2010, Governor Rendell signed House Bill 2497 into law as Act 120. This legislation preserves all the benefits now in place for all current members, but mandates a number of benefit reductions **for future SERS/PSERS members hired after January 1, 2011.**

The following benefit reductions were included the bill:

**\*Creates a new A-3 Class of Service for future non-judicial employees entering SERS membership and a new T-E Class of Service for PSERS on or after January 1, 2011.** As is the case with most current SERS members, the new A-3 members will

contribute 6.25 percent of their pay toward their benefit; however, they will accrue benefits at only 2 percent of their Final Average Salary for each year of Credited Service (as opposed to the 2.5 percent accrual rate for most current members). PSERS members will also accrue benefits at 2 percent, but have an employee contribution base rate of 7.5 percent. Employees will be under a “shared risk” provision that could cause the total contribution levels to fluctuate between 7.5 percent and 9.5 percent.

**\*Creates an optional new A-4 Class of Service for future non-judicial employees entering SERS membership or T-F Class of Service for PSERS on or after January 1, 2011.** New members under SERS who elect this Class of Service will contribute 9.3 percent of their pay toward their benefit in order to accrue benefits at the rate most members currently do, 2.5 percent of their Final Average Salary for each year of Credited Service. The employee contribution base rate for PSERS is 10.3 percent. There is also a “shared risk” provision that could cause the total contribution levels to fluctuate between 10.3 percent and 12.3 percent. All new members will automatically become either Class A-3 or T-E members. New members however, will have a one-time opportunity to elect Class A-4 or T-F after receiving written notification from SERS or PSERS. Failure to elect Class A-4 or T-F at time of original eligibility will make the member ineligible for Class A-4 or T-F forever. The election is permanent.

<b>OTHER PROVISIONS OF CLASS A-3, A-4 AND CLASS T-E, T-F MEMBERS</b>
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- Vesting period increases from five years to 10 years. Vesting period for disability remains unchanged at five years.
- Retirement age increases to age 65 or at any age with 35 years of service (previous 60/62 and 30 years of service).
- Eliminates the Option 4 (lump sum payout) upon retirement.
- Requires members who wish to purchase creditable non-state service, to pay the full actuarial cost of the increased benefit attributable to the purchase.
- Gradually increases funding through the use of collars that cap employer contribution rate increases. Increases are capped at:

- o 3 percent in 2011-12
- o 3.5 percent in 2012-13
- o 4.5 percent each year thereafter until no longer needed

## **FOR CURRENT MEMBERS**

According to state law, new SERS members contribute 6.25 percent of their gross salary and new PSERS members contribute 7.5 percent of their gross salary. The state contributes a percentage of the employee's gross salary. An actuary annually establishes the employer contribution rate. Both SERS and PSERS require five years of service to be vested. Cost of living adjustments for SERS and PSERS annuitants may be provided on an ad-hoc basis by an act of the state legislature.

## **CHOOSING A DEFINED CONTRIBUTION PLAN**

TIAA-CREF, ING, MetLife, and Fidelity are defined contribution plans, also referred to as alternate retirement plans. In these plans, the retirement benefit is determined by employee contributions, employer contributions, and the interest and earnings of the employee-selected investment funds at the time of retirement. To state it another way, stock and bond market performance affect the value of the retirement benefit. Employees contribute 5 percent of their gross salary. State law requires the employer to contribute 9.29 percent of the employee's gross salary. There is immediate vesting with defined contribution plans.

If you participated in TIAA-CREF prior to coming to the PASSHE and were pleased with the performance, you might want to continue with that provider. Also, if you intend to leave the PASSHE before the five-year vesting period for the two state systems, chances are you'll be able to continue in the TIAA-CREF program at your next job in higher education. Due to APSCUF's effort, the TIAA-CREF members now have the same benefit that SERS members acquired in December 1982 (i.e., the tax sheltering of the individual's retirement contribution for federal income tax purposes only.)

The major advantage of the defined contribution option is that it reduces your losses if you leave the PASSHE before the five-year vesting period. Under SERS and PSERS, if you leave before being vested, you lose the employer contributions to the retirement fund. You are eligible to receive the employee contributions plus statutory interest. With the defined contribution option, the employer contributions have purchased shares in your name that are yours forever, regardless of when you leave state employment.

### **PURCHASING SERVICE CREDIT**

If you taught in another state before accepting your post at the PASSHE, both SERS and PSERS offer an option that permits you to purchase your out-of-state service time. This is only for public school or public higher education service or service as a state employee, not for private school or private university service. Both the PSERS and SERS have options that permit participants to purchase credits for military time, a factor you might take into consideration when making your decision.

Time frames and payment options for purchasing credit in PSERS can be found at [www.psers.state.pa.us](http://www.psers.state.pa.us).

Additional information on how to purchase service credit through SERS can be found at [www.sers.state.pa.us](http://www.sers.state.pa.us).

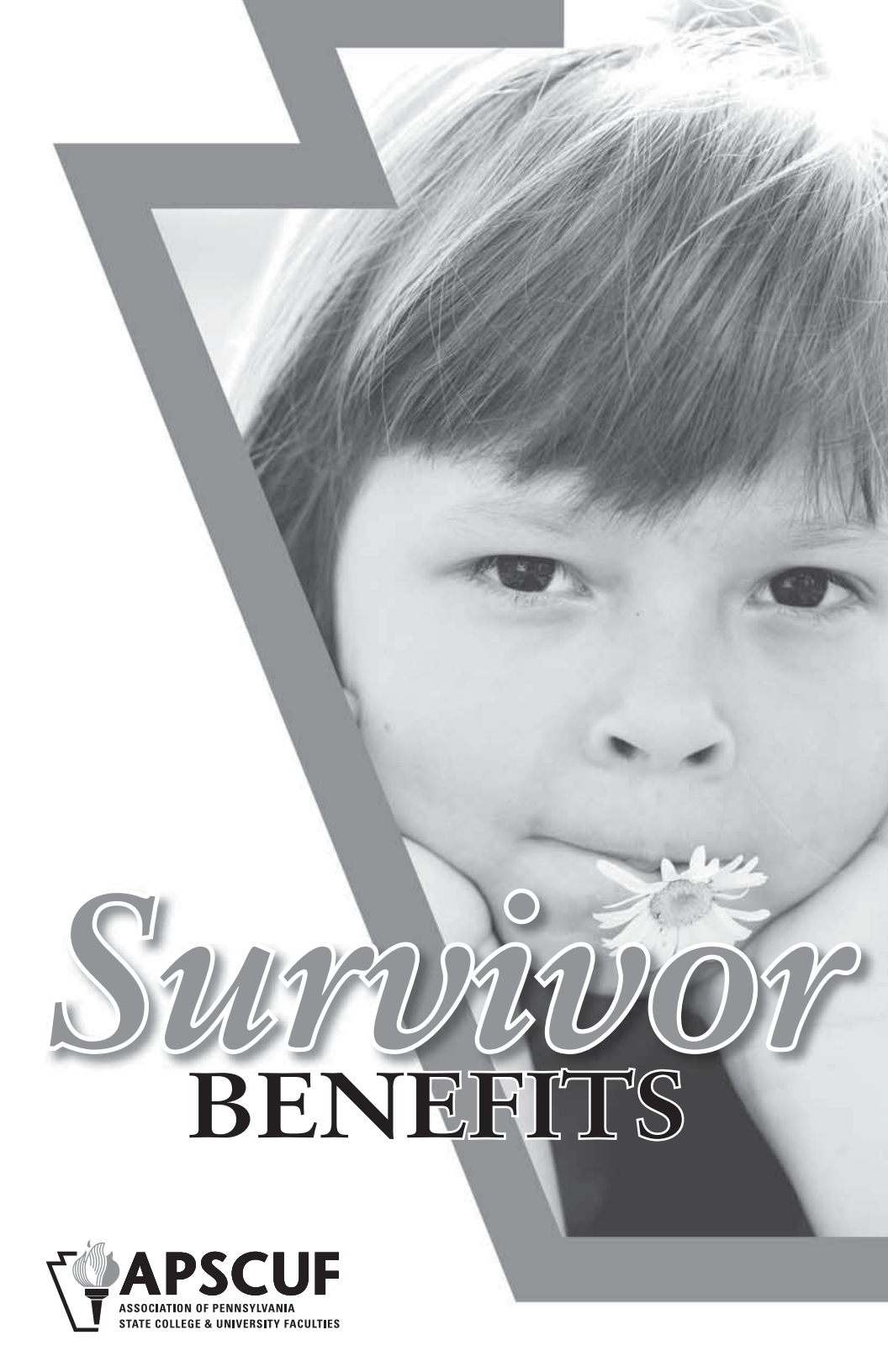
**PLEASE REMEMBER THAT YOU HAVE 30 DAYS TO  
MAKE YOUR SELECTION OR YOU WILL BE  
AUTOMATICALLY PLACED IN THE STATE  
EMPLOYEES' RETIREMENT SYSTEM**

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# *Survivor* BENEFITS

## **GROUP LIFE/ACCIDENTAL DEATH (WORK RELATED) AND MEDICAL BENEFITS**

Group Life/Accidental Death (work related) and Medical Benefits

APSCUF has produced this information to assist you and your family members in understanding the survivor benefits that are available in the event of an active faculty/coach member's death.

## **GROUP LIFE INSURANCE**

According to Article 21, Fringe Benefits, Section B.1, in the Agreements between APSCUF Faculty and APSCUF Coaches Article 12, Life Insurance with the State System of Higher Education (SSHE) and both dated July 1, 2007, to June 30, 2011, any faculty or coach member who has completed three months of service is eligible for the Group Life Insurance Plan (GLI) at no cost to the faculty or coach member or beneficiary. The amount of insurance each faculty or coach member/beneficiary is entitled to is based on the faculty member's annual pay rate which was in effect on the PRECEDING January 1, rounded to the nearest \$1,000.00 but not to exceed \$50,000.00. Upon reaching the age of 70, the amount of insurance will decrease by 50%. However, when you do reach age 70, you will be eligible to purchase an individual policy for the amount of the coverage lost.

### **EXAMPLE**

Income as of January 1	Benefit
\$37,500.00	\$38,000.00
\$37,449.00	\$37,000.00

Frequently Asked Questions:

### **Who is eligible?**

Any faculty or coach member who has completed three months of service is eligible. If you go on an unpaid absence during your first three months, your effective date of coverage will be extended by the number of days you were on an unpaid leave.

### **When is coverage terminated?**

1. When failing to make the required premium payments for your insurance while on leave without benefits.
2. Being on an unpaid absence for 12 months.
3. Upon retirement or termination of SSHE employment.

### **What if the claim is denied?**

If your beneficiary receives a denial, he or she should contact the local personnel office on campus.

### **Can I continue my GLI insurance upon retirement?**

No, GLI benefits are terminated upon retirement.

Will my GLI benefits continue while I am on leave? When on sick or childbirth leave without pay, GLI benefits will continue for six months. When on leave without pay due to weather conditions or work schedules, GLI benefits continue for a three-month period. If your leave lasts longer than the above limits, you must pay the premiums directly to continue coverage.

## **STEPS FOR FILING A CLAIM**

1. Locate or obtain a copy of insurance policy.
2. Go to local personnel office and obtain appropriate forms.
3. Obtain a copy of the certificate of death.

If you have any questions, please contact your local personnel office.

## **PAYMENTS**

When a claim is filed, a lump-sum payment will be made to the beneficiary. However, the faculty or coach member may choose to change this method of payment. If a faculty or coach member wishes to change the method of payment he/she should put the change in writing, have it approved and formally file it with the insurance company carrier. See below for the optional methods of beneficiary payments.

A payment of less than \$10,000 will be paid in a lump sum. A payment of more than \$10,000 will be placed in an interest-bearing checking account in the beneficiary's name(s).

### **ACCIDENTAL DEATH BENEFITS (WORK-RELATED)**

According to Article XXI, Fringe Benefits, Section B.2 (faculty) and Article 12, Life Insurance, Section. 4, (Coaches) and of the Agreements between PASSHE and APSCUF, both dated July 1, 2007, to June 30, 2011, the SSHE/Universities will provide a \$20,000.00 Life Insurance Policy with fully paid coverage for accidental death which is work-related. Any SSHE/APSCUF member who is eligible for the GLI benefit is entitled to the work-related accidental death benefit. For more information, contact your local personnel office.

### **MEDICAL COVERAGES FOR SURVIVING SPOUSE AND/OR DEPENDENT(S) HIGHMARK BLUE SHIELD**

If a deceased faculty or coach member was eligible for benefits under the PASSHE/APSCUF health plan, his/her spouse/same-sex domestic partner and/or dependent(s) are eligible for the same benefits for the following time periods:

1. If death occurs within the first 15 days of the month, survivor benefits will end the last day of the month.
2. If death occurs within the last 14 days of the month, survivor benefits will end the 14th day of the next month.

Surviving spouses may qualify to purchase the deceased annuitant's coverage, for their lifetime, at the group rate under Act 35 of 1991 and Act 183 of 1992. If you do not qualify for purchasing benefits under these Acts, surviving spouse/dependent(s) may qualify for continuation of same benefits under the Consolidation Omnibus Reconciliation Budget Act (COBRA) of 1986. Please contact your local human resource office for more information.

## HEALTH AND WELFARE BENEFITS

If the deceased faculty member was enrolled as a permanent or temporary full-time faculty member (working both the fall and spring semesters), the surviving spouse/same-sex domestic partner/dependent(s) will be eligible for Health and Welfare Benefits until the end of the next full month following the death of the faculty member.

Surviving family members may qualify for continuation of the same benefits under the Consolidation Omnibus Budget Reconciliation Act (COBRA) of 1986, once the above benefits time limit expires. Contact your Health and Welfare Specialist or the Director for Membership Services for more information.









## Member SERVICES

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