

SIMMONS UNIVERSITY FY24 BENEFITS HIGHLIGHTS

This document summarizes the benefit programs that are available to benefits-eligible employees of Simmons University. Complete details regarding coverage, eligibility and limitations can be found in the official Plan documents. If there are any discrepancies between the information in this publication, verbal representations and the Plan documents, the Plan documents will always govern. Simmons University reserves the right to change or terminate these Plans at any time. This publication is not intended to imply a contract of employment.



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FY24 Benefits Highlights

As part of our rewards program at Simmons University, we are committed to designing and offering competitive benefits that provide choice and value for our faculty and staff, while being fiscally responsible.

We hope that our employees at Simmons University will be actively engaged in making key decisions relating to their benefits and also have a shared responsibility in the costs. As an educated, informed consumer of benefits and services, you decide which plan options and financial investments best suit your needs. Simmons partners with you by paying a significant portion of the premium cost for some of the major benefits, and funding a portion of your financial savings and investments, while supporting healthy lifestyle practices through our benefit offerings.

This FY24 Benefits Highlights provides a snapshot of the programs that are currently in place to help you succeed — at work, at home, and in every facet of your life.

About This Communication

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Enhancing your health

Medical Plan

Simmons offers you with a choice of two medical plans to select from. This includes an HMO and a PPO/HDHP plan through Harvard Pilgrim. The cost of coverage is shared by the employee and Simmons, with Simmons paying up to 76% of the total premiums, for full-time employees, depending on the plan and tier of coverage. The employee-paid premium varies based on base pay, plan elected and the tier of coverage you select (such as individual coverage, employee plus one dependent, or family coverage) and if you are a full-time or part-time employee. Coverage for this plan is effective the first of the month following your date of hire, unless your date of hire is the first of the month, then this benefit is effective on your date of hire.

Dental Plan

Simmons offers you a choice of two dental plans to select from. This includes a Core and an Enhanced plan through Blue Cross Blue Shield of Massachusetts. The cost of coverage is shared by the employee and Simmons. While Simmons pays 100% of the Core dental plan premiums for full-time employees, the Enhanced plan is a buy-up option. The employee-paid premium varies based on the plan and the tier of coverage you select and if you are in a full-time or part-time employee. Coverage for the dental plan is effective the first of the month following your date of hire, unless your date of hire is the first of the month, then this benefit is effective on your date of hire.



Vision Plan

The vision plan offers additional benefits for our employees and dependents including routine eye exams and eye wear discounts through Vision Service Provider (VSP). This benefit is fully paid for by the employee. Coverage for this plan is effective the first of the month following your date of hire, unless your date of hire is the first of the month, then this benefit is effective on your date of hire. This plan is offered to benefit eligible full-time and benefit eligible part-time employees.

Medical/Healthcare Flexible Spending Account (FSA)

You may contribute between \$100 and \$3,050 in FY24 (subject to IRS limits) into this account on a pre-tax basis, to pay for eligible health care expenses incurred during the plan year. The plan year runs from July 1 to June 30. Participants who remain in active employment at the University are allowed a 2 ½ month grace period to incur qualified expenses after the end of the plan year. Any funds remaining are forfeited. Depending on the medical plan you elect through Simmons, you may be eligible to contribute into a Limited Purpose FSA. Please refer to the Limited Purpose FSA section below for information regarding the Limited Purpose FSA. This plan is offered to benefit eligible full-time and benefit eligible part-time employees.

Dependent Care Flexible Spending Account

You may contribute up to \$5,000 per household each plan year (if single or if married and filing jointly) into a dependent care flexible spending account on a pre-tax basis, to pay for eligible dependent care expenses. The plan year runs from July 1 to June 30. Participants who remain in active employment at the University are allowed a 2 ½ month grace period to incur qualified expenses after the end of the plan year. Any funds remaining are forfeited. This plan is offered to benefit eligible full-time and benefit eligible part-time employees.

Health Savings Account (HSA)

For employees who sign up for the PPO/HDHP medical plan for health insurance, an HSA account can be established along with the PPO plan. A Limited Purpose FSA is also available to complement the HSA. This plan is offered to benefit eligible full-time and benefit eligible part-time employees. If you elect the Simmons PPO Medical plan and HSA, Simmons will make a contribution to the HSA on your behalf. Simmons will contribute \$500 if you elect individual PPO coverage or \$1,000 if you elect employee plus one dependent or family coverage. This plan is offered to benefit eligible full-time and benefit eligible part-time employees.

Limited Flexible Spending Account (Limited Purpose FSA)

For employees who sign up for the PPO/HDHP medical plan for medical insurance, a Limited Purpose FSA can be established along with the HSA. The contributions from the limited purpose FSA can generally only be used towards eligible dental and/or vision expenses. You may contribute between \$100 and \$3,050 in FY24 (subject to IRS limits) into this account on a pre-tax basis. The plan year runs from July 1 to June 30. Participants who remain in active employment at the University are allowed a 2 ½ month grace period to incur qualified expenses after the end of the plan year. Any funds remaining are forfeited. This plan is offered to benefit eligible full-time and benefit eligible part-time employees.

Travel Assistance Services through Unum

This emergency medical and personal assistance program is available 24 hours a day, 365 days a year while traveling internationally or domestically more than 100 miles away from home for less than 90 consecutive travel days. All specified services are at no cost to you. This plan is offered to benefit eligible full-time and benefit eligible part-time employees.



Protecting your income

Short-Term Disability Plan

To protect your income in the event of a qualifying illness or injury, upon date of hire, Simmons provides a salary continuation of up to 60% of base salary for up to 26 weeks at no cost to the employee. This benefit could be reduced if you receive income from other sources. This plan is offered to benefit eligible full-time and benefit eligible part-time employees.

Supplemental Disability Plan

If you would like to purchase supplemental disability insurance to supplement the University paid short-term disability benefit, we offer additional supplemental short-term disability plan options. This benefit is fully paid for by the employee. This plan is offered to benefit eligible full-time and benefit eligible part-time employees.

Long-Term Disability (LTD) Plan

The policy provides an income if you become partially or totally disabled by illness or injury. The LTD plan provides 60% of base monthly earnings. This benefit could be reduced if you receive income from other sources. This benefit is 100% employer paid. Employees may choose to pay the tax on the LTD premiums making any benefit tax-free. This plan is offered to benefit eligible full-time and benefit eligible part-time employees.

Group Life and AD&D

Simmons pays for your Group Life and Accidental Death & Dismemberment (AD&D) insurance coverage which is one and a half times annual base salary with a minimum coverage of \$75,000. The maximum coverage amount is \$500,000. Coverage begins on the first day of employment. This plan is offered to benefit eligible full-time and benefit eligible part-time employees.

Voluntary Life Insurance Coverage

You have the opportunity to purchase supplemental, spouse and dependent child life insurance. Supplemental spouse/child life insurance can be purchased if you also enroll in the supplemental life insurance program. This plan is offered to benefit eligible full-time and benefit eligible part-time employees.

Saving for your future – Retirement Plans

Simmons University Defined Contribution Retirement Plan

The Simmons University Defined Contribution Retirement Plan can assist with helping you reach important financial goals for retirement. Eligible employees can have 3% of their base salary, or more, deducted as of your date of hire. Upon enrollment in the Defined Contribution Plan, employee contributions will be generously matched with a University contribution however the exact amount of the match may fluctuate as determined by the University each benefit year. The Retirement Plan match will be 5% to eligible participants of the Defined Contribution Plan. Your personal contributions are immediately vested (meaning you own the money in your retirement plan at all times), and you'll own the Simmons contribution after one full year of employment. This plan is offered to benefit eligible full-time and benefit eligible part-time employees.

457(b) Plan – Non-Qualified Deferred Compensation Plan



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Our employees who are deemed Officers of Simmons University as well as Senior Vice Presidents, Vice Presidents, Provost, Vice Provost, Deans of the Colleges, “Senior Leader” of the Simmons University Institute for Inclusive Leadership, appointed “Officers” of the University and the University President can set aside additional pre-tax contributions towards their retirement savings by participating in the 457(b) Plan.

Balancing your life

Vacation

Eligible staff employees and 12-month faculty accrue vacation days. Days are calculated and subject to proration based on service, hire date, and scheduled work hours. Full-time benefit eligible staff earn up to 15 days and full-time 12-month faculty earn up to 22 days of vacation on a monthly accrual schedule each fiscal year. There is a limit of 10 days of vacation carry over to the new fiscal year. This plan is offered to benefit eligible full-time and benefit eligible part-time staff employees as well as 12-month benefit eligible full-time faculty and 12-month benefit eligible part-time faculty.

Sick Time

Eligible employees receive a bank of sick days each fiscal year. Full-time benefit eligible staff receive up to 12 sick days; days are subject to proration based on hire date, and scheduled work hours. This plan is offered to benefit eligible full-time and benefit eligible part-time staff employees.

Under the Massachusetts Earned Sick Time Law, we are required to provide up to 40 hours of paid or unpaid sick time per calendar year to faculty and staff employees, this plan excludes benefit eligible staff employees which are covered by the sick time benefit outlined in the above paragraph.

Holidays/University Closing

Generally, Simmons observes 15 holidays each year as well as break periods. The holiday and break schedule are determined and communicated each fiscal year. Some offices and schools remain open during this time.

Bereavement Leave

Eligible employees may take up to 3 work days off for the death of an immediate family member.

Parental Leave

Up to two consecutive weeks of paid parental leave is available to eligible parents for activities related to the care and well-being of their newborn or adopted child.

Adoption Benefit

The University will reimburse benefits eligible Simmons faculty or staff members up to \$5,000 to help defray the costs associated with the adoption of a child.

Employee Assistance Program (EAP)

The EAP provides free, confidential counseling for a wide range of issues, including legal and financial advice, short-term mental health counseling, budget and debt counseling, and much more. This plan is offered benefit eligible full-time, benefit eligible part-time and adjunct employees as well as Adjunct faculty.



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Urban Sitters

Simmons is offering an Urban Sitters membership to benefits-eligible full-time, benefit eligible part-time and adjunct employees at no cost. Urban Sitters is a digital platform that allows you to manage all your family care needs from any device, 24/7. If you need help with child care, senior care, pet care, home care, or something in between, Urban Sitters can connect you to the right people. This plan is offered to benefit eligible full-time and benefit eligible part-time employees as well as Adjunct faculty.

Tuition

Eligible employees, once service requirements are met, may take undergraduate and graduate courses at Simmons. The tuition remission program excludes all 2U enabled classes. Eligible employees may take undergraduate classes tuition-free however graduate courses are subject to availability of space, applicable tax and cost share based on years of service. This plan is offered to benefit eligible full-time and benefit eligible part-time employees.

Adjunct employees may take 1 class in the semester they are actively teaching for Simmons, excluding all 2U enabled classes. Undergraduate courses are tuition-free however graduate course are subject to availability of space, applicable tax and cost share based on years of service.

Employees qualified dependents, once service requirements are met, may take undergraduate courses at Simmons tuition-free. The tuition remission program excludes all 2U enabled classes. This plan is offered to benefit eligible full-time and benefit eligible part-time employees.

Holmes Sports Center

The William J. Holmes Sports and Fitness Center is located on the residence campus and is available to all full-time and eligible part-time faculty and staff.

Tuition Exchange Program

This is a reciprocal scholarship program for dependent children of benefit eligible full-time faculty and staff employed at over 660 participating institutions of higher education, including a number of universities in Massachusetts. Benefit-eligible full-time faculty and staff may apply for the scholarship after they have completed one year of uninterrupted full-time service at the University. Scholarship awards are not automatic.

Commuter benefits

To help with your commuting expenses to work, Simmons allows for a pre-tax deduction towards subsidized MBTA passes, or parking on campus for eligible employees. The MBTA elections must be made on or before the 10th of a month, for it to be effective the beginning of the following month. Simmons also offers on-site parking at a daily fee. These plans are offered to benefit eligible full-time and benefit eligible part-time employees.

Colleges of Fenway (COF) Courses

Current full-time employees may enroll at a College of the Fenway institution in one undergraduate course per semester, after a year of service, on a space-available basis, at no cost. Selecting a course at a COF institution will be in place of a course at Simmons. The Colleges of Fenway constitutes of Emmanuel University, Massachusetts University of Art and Design, Massachusetts University of Pharmacy and Health Sciences (MCPHS) University, Simmons University and Wentworth Institute of Technology.



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Your Simmons ID card / Fenway Card

Your Simmons ID card serves as your library card to Simmons's Beatley Library and gives you access to a wide variety of services, including free passes to the Museum of Fine Arts and Isabella Stewart Gardner Museum. This card, also referred to as a Fenway Card, allows eligible employees to prepay for services by opening an account at the Campus Card Services. You can pay for items at the bookstore and food from the Common Ground and the Fens cafeteria with your Fenway Card.

Other Offerings

Simmons University provides access to a number of group discounts including discounts on computers and software for personal use through our Technology office. Please note that Simmons University neither sponsors nor endorses these offerings. Employees work directly with the providers.

Some of our providers are: Verizon, Zipcar (for reduced membership fees), Enterprise Car Rental, and Simmons Bookstore.

Last Updated: April 2023