

**MAINE COMMUNITY COLLEGE SYSTEM**  
**Summary of Benefits for**  
**Confidential Employees (Non-Exempt/Hourly)**

|                                    |   |               |                 |                        |                 |                       |                 |                  |                  |              |                  |                  |                  |  |           |
|------------------------------------|---|---------------|-----------------|------------------------|-----------------|-----------------------|-----------------|------------------|------------------|--------------|------------------|------------------|------------------|--|-----------|
| <b>RETIREMENT:</b>                 | Employee is required to choose between two retirement options, paid for by the MCCS: the Maine Public Employees Retirement System (MainePERS) or the Teachers Insurance & Annuity Association College Retirement Equities Fund (TIAA-CREF). Mandatory membership in lieu of Social Security.  |               |                 |                        |                 |                       |                 |                  |                  |              |                  |                  |                  |  |           |
| <b>HEALTH INSURANCE:</b>           | Full cost of employee coverage in the State of Maine health insurance plan paid by the MCCS, 60% of cost of family plan paid by MCCS, the remainder paid by employee.   |               |                 |                        |                 |                       |                 |                  |                  |              |                  |                  |                  |  |           |
| <b>DENTAL INSURANCE:</b>           | Full cost of employee coverage in the State of Maine dental plan paid by the MCCS; family plan available on employee contributing basis.  |               |                 |                        |                 |                       |                 |                  |                  |              |                  |                  |                  |  |           |
| <b>LIFE INSURANCE:</b>             | Group term life insurance equal to the employee's annual salary paid by the MCCS for the employee. Supplemental and dependent coverage may be purchased by employee.  |               |                 |                        |                 |                       |                 |                  |                  |              |                  |                  |                  |  |           |
| <b>VACATION:</b>                   | Accrued on a monthly basis, beginning at 1 1/4 days per month. Increases at five, ten and fifteen years of service.   |               |                 |                        |                 |                       |                 |                  |                  |              |                  |                  |                  |  |           |
| <b>PERSONAL LEAVE:</b>             | Two (2) personal days provided at the beginning of each fiscal year.  |               |                 |                        |                 |                       |                 |                  |                  |              |                  |                  |                  |  |           |
| <b>SICK LEAVE:</b>                 | One (1) day of sick leave per month.  |               |                 |                        |                 |                       |                 |                  |                  |              |                  |                  |                  |  |           |
| <b>HOLIDAY LEAVE:</b>              | The MCCS provides twelve (12) paid holidays as follows: <table border="0" style="margin-left: 40px;"> <tr> <td>New Years Day</td> <td>Labor Day</td> </tr> <tr> <td>Martin Luther King Day</td> <td>Columbus Day</td> </tr> <tr> <td>Washington's Birthday</td> <td>Veteran's Day</td> </tr> <tr> <td>Patriot's Day</td> <td>Thanksgiving Day</td> </tr> <tr> <td>Memorial Day</td> <td>Friday following</td> </tr> <tr> <td>Independence Day</td> <td>    Thanksgiving Day</td> </tr> <tr> <td></td> <td>Christmas</td> </tr> </table> | New Years Day | Labor Day       | Martin Luther King Day | Columbus Day    | Washington's Birthday | Veteran's Day   | Patriot's Day    | Thanksgiving Day | Memorial Day | Friday following | Independence Day | Thanksgiving Day |  | Christmas |
| New Years Day                      | Labor Day   |               |                 |                        |                 |                       |                 |                  |                  |              |                  |                  |                  |  |           |
| Martin Luther King Day             | Columbus Day  |               |                 |                        |                 |                       |                 |                  |                  |              |                  |                  |                  |  |           |
| Washington's Birthday              | Veteran's Day   |               |                 |                        |                 |                       |                 |                  |                  |              |                  |                  |                  |  |           |
| Patriot's Day                      | Thanksgiving Day  |               |                 |                        |                 |                       |                 |                  |                  |              |                  |                  |                  |  |           |
| Memorial Day                       | Friday following  |               |                 |                        |                 |                       |                 |                  |                  |              |                  |                  |                  |  |           |
| Independence Day                   | Thanksgiving Day  |               |                 |                        |                 |                       |                 |                  |                  |              |                  |                  |                  |  |           |
|                                    | Christmas   |               |                 |                        |                 |                       |                 |                  |                  |              |                  |                  |                  |  |           |
| <b>SECTION 125 PLAN:</b>           | Pre-tax Health and Dental premium; Health Care and Dependent Care Flexible Spending Accounts.   |               |                 |                        |                 |                       |                 |                  |                  |              |                  |                  |                  |  |           |
| <b>SEVERANCE:</b>                  | <table border="0" style="margin-left: 40px;"> <tr> <td>0 – 3 years</td> <td>0 months salary</td> </tr> <tr> <td>4 – 6 years</td> <td>3 months salary</td> </tr> <tr> <td>7 – 10 years</td> <td>4 months salary</td> </tr> <tr> <td>11 or more years</td> <td>6 months salary</td> </tr> </table>  | 0 – 3 years   | 0 months salary | 4 – 6 years            | 3 months salary | 7 – 10 years          | 4 months salary | 11 or more years | 6 months salary  |              |                  |                  |                  |  |           |
| 0 – 3 years                        | 0 months salary   |               |                 |                        |                 |                       |                 |                  |                  |              |                  |                  |                  |  |           |
| 4 – 6 years                        | 3 months salary   |               |                 |                        |                 |                       |                 |                  |                  |              |                  |                  |                  |  |           |
| 7 – 10 years                       | 4 months salary   |               |                 |                        |                 |                       |                 |                  |                  |              |                  |                  |                  |  |           |
| 11 or more years                   | 6 months salary   |               |                 |                        |                 |                       |                 |                  |                  |              |                  |                  |                  |  |           |
| <b>DEFERRED COMPENSATION PLAN:</b> | Available through payroll deduction.  |               |                 |                        |                 |                       |                 |                  |                  |              |                  |                  |                  |  |           |

THIS IS A SUMMARY OF THE BENEFITS AFFORDED A NON-EXEMPT (HOURLY) CONFIDENTIAL. PLEASE CONSULT POLICY 404 FOR FURTHER INFORMATION AND CLARIFICATION.