



Office of Human Resources

TO: All Benefit Eligible Employees
FROM: Mona S. Rice, Director of Human Resources
DATE: November 3, 2009
RE: Important Notice- Open Enrollment for Employee Benefits

The Utica College annual open enrollment period for benefits will begin on **Wednesday, November 4, 2009** and continues through **Friday, December 4, 2009**.

New this year: in a “go-green” effort, we have placed the open enrollment packet of information on the Office of Human Resources website under the link <http://www.utica.edu/finance/hr/benefits.cfm>.

Simply click on **2010 Open Enrollment Benefits Packet** to review the pieces that pertain to you.

The **Employee Benefit Fair** will take place on **November 4, 2009** from **10 am – 2 pm** in **Strebel Student Center lounge area**.

The enrollment period gives you the opportunity to **either sign up for or change the following benefits**. The **deadline of December 4, 2009 is critical to process your information in a timely manner for the upcoming year with our vendors**.

- ❖ **health insurance coverage – new this year – a consumer-driven health plan with a health savings account. Note: Health care plan sign up for AAUP-UC bargaining unit members will occur at a later date, though members are welcome to talk to representatives at the Benefits Fair.**
- ❖ health insurance waiver buy-out plan – remains the same.
- ❖ dental coverage- **new this year – a change to basic services coverage from 60% to 80% coverage. Premiums for 2010 include a 1% rate increase.**
- ❖ flexible spending account for medical savings and dependent care – new rules will be in place for those employees under the CDHP with the Health Savings Account.
- ❖ voluntary retirement benefits under TIAA-CREF – remains the same.
- ❖ voluntary term life insurance and voluntary whole life coverage – remains the same.
- ❖ voluntary accidental death and dismemberment coverage – remains the same.
- ❖ employee assistance program – **new October 1, 2009-** HR Directions is our new provider.
- ❖ tuition benefits – some benefits were affected by the decision in October 2008 to limit the relationship between Syracuse University and Utica College.
- ❖ Miscellaneous benefits offered – BJ’s Club membership will be offered again for UC employees and cell phone discounts with Verizon Communications.

We realize this information may be overwhelming but be assured we are available to assist you with this process. Contact the Office of Human Resources at 792-3276 for assistance with questions you may have regarding your benefits.