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# UNIVERSITY OF WISCONSIN SYSTEM



2021 Benefits Summary

**Executive Staff: UW System President and Vice President,  
Institution Chancellor(s) and Provost(s)**

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# EMPLOYEE BENEFITS SUMMARY

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## ABOUT THIS BENEFITS SUMMARY

This summary is an overview of the benefits available to Executive Staff. It is not intended to be a complete description of coverage. Every effort has been made to ensure the information in this summary is accurate. If there is a discrepancy between this summary and the plan documents, the plan documents shall be considered accurate. For more information, visit the UW System HR Employee Benefits website at [www.wisconsin.edu/ohrwd/benefits](http://www.wisconsin.edu/ohrwd/benefits).

### Your Needs. Your Benefits. Prepare. Decide. Act.

The UW System offers an excellent benefits package to meet the diverse needs of its employees. Your total rewards package includes three main components: your wages, your health insurance and the employer contribution towards your retirement account. By understanding your options, you will get the most out of your benefit plans. Your spouse and child(ren) are eligible for the plans that offer coverage to dependents. To calculate the estimated value of your total compensation, use the [Health & Retirement Contributions Estimator](#).

## ALEX: YOUR PERSONALIZED BENEFITS COUNSELOR

Use [ALEX](#), your personalized benefits counselor, to help determine which benefit plans will meet your needs. ALEX explains your benefit plan options in plain English and may be accessed anywhere you have an internet connection! **Note:** ALEX will review the health insurance **plan design options**. You should use the [Health Plan Search](#) to determine which **health insurance carrier** will best suit your needs.



## BENEFITS EFFECTIVE DATES AND ENROLLMENT

Most benefits are **effective** the first of the month on or following your benefits eligibility date and will remain in place for the entire calendar year. Over the course of your employment, you may have a **qualifying life event** such as marriage, birth, adoption, loss of other coverage, employment change and/or termination of employment. These qualifying life events may change your benefit plan needs. You generally have a 30-day enrollment period from your qualifying life event date to make changes to your benefits.

Go to the **MyUW portal** at <https://my.wisconsin.edu> to make your benefit plan elections **through Self Service** within your **30-day enrollment period**. The MyUW portal also contains payroll, benefits, paid time off and personal information. If you have prior State service, you may need to enroll using paper forms. Contact your [human resources office](#) if this applies to you.

## PAYROLL INFORMATION

Most employees, except most students, have FICA taxes withheld from their paychecks. **Social Security:** You and the UW System each pay 6.2% on covered compensation up to \$142,800. **Medicare:** You pay 1.45% on covered compensation up to \$200,000 and 2.35% on covered compensation thereafter. The UW System pays 1.45% on all covered compensation up to \$200,000.

## PAID LEAVE

Paid leave is allocated on a fiscal year basis (July 1-June 30) for Executive employees.

<b>Vacation</b>	You will earn 176 hours of vacation per fiscal year. You may use vacation before it's earned. Unused vacation earned in a fiscal year can be carried over for one fiscal year and then will expire.
<b>Bank Unused Vacation</b>	After 10 years of service, up to 40 hours of unused vacation may be put into a banked leave account each year. After 25 years of service, up to 80 hours of unused vacation may be put into a banked leave account each year. Banked leave may be used at any time or cashed out upon termination. It does not expire.
<b>Sick Leave</b>	You are granted 176 hours (22 days) of sick leave for use during the first 18 months of employment. After the first 18 months, up to 96 hours of sick leave is earned per fiscal year. Sick leave accumulates without limit, does not expire and cannot be used before it's earned. <i>If all leave reports are not submitted, your sick leave balance will be reduced.</i>
<b>Personal Holidays</b>	36 hours of personal holiday are granted per fiscal year. Unused hours expire at the end of the fiscal year.
<b>Legal Holidays</b>	9 legal holidays are paid during the year: New Year's Day, Martin Luther King Jr. Day, Memorial Day, July 4th, Labor Day, Thanksgiving Day, Christmas Eve, Christmas Day and New Year's Eve.

## STATE GROUP HEALTH INSURANCE

The State Group Health Insurance Program is administered by the Department of Employee Trust Funds (ETF) and offers the following **plan designs**:

- Health Plan and High Deductible Health Plan (HDHP): Offer various health insurance carriers that provide coverage mainly in Wisconsin (some offer coverage in surrounding states).
- Access Health Plan and Access HDHP: Provide nationwide coverage through WEA Trust.

The HDHP and Access HDHP have additional eligibility requirements due to the required Health Savings Account (HSA). Review page 6 to ensure you meet the HSA eligibility requirements (if applicable). All plan designs offer hospital, surgical, medical and prescription coverage. For a detailed comparison of your plan design options, review the [Comparison of Health and Pharmacy Benefits](#). Uniform Dental (see page 4) may be added to your health insurance premium for a minimal cost.

You have a **30-day enrollment period** from your benefit eligibility date (usually date of hire). Your spouse and/or eligible dependent children may also be enrolled at this time. If you do not need health insurance through the UW System, you may be eligible to receive up to a \$2,000 [Opt-Out Incentive](#).

## STATE GROUP HEALTH INSURANCE (CONTINUED)

Monthly Pre-tax Employee Premiums (without Uniform Dental)	Health Plan		High Deductible Health Plan (HDHP)	
	Employee Only	Family	Employee Only	Family
Health Plan and HDHP (excluding Access)	\$92	\$229	\$32	\$80
Access plans (if required to work in Wisconsin)	\$251	\$623	\$191	\$474

## DENTAL INSURANCE – UNIFORM, PREVENTIVE AND SUPPLEMENTAL

The UW System offers Uniform Dental (if enrolled in State Group Health Insurance with Uniform Dental) and Preventive Dental (if you waive State Group Health or select the Opt-Out Incentive). The Uniform and Preventive Dental plans cover diagnostic, preventive, basic and orthodontia (under age 19) services.

The UW System also offers two supplemental dental plans. The Select and Select Plus plans cover major and restorative services (and exclude coverage for preventive services). The main differences between the Select and Select Plus plans are the provider networks, premium cost, annual maximums and whether orthodontia is covered. You may enroll in either the Select or Select Plus plan (to supplement Uniform or Preventive Dental or as your stand-alone dental plan).

The dental insurance plans allow you to use dentists in either the Delta Dental Premier or PPO networks depending on the plan selected. Visit the [Delta Dental website](#) to determine if your dentist is in the PPO and/or Premier network. Remember, your out-of-pocket cost will be less if you use an in-network dentist. Review the [Dental Comparison Chart](#) for a detailed comparison of the options and plan premiums.

## VISION INSURANCE

Vision insurance helps to offset the costs of an annual eye exam, prescription glasses or contact lenses. For lower out-of-pocket expenses, you should see an in-network vision provider (EyeMed Insight Network). Click [here](#) to locate an in-network provider. You pay 100% of the premium. The vision insurance premiums may be found on the [UW System HR Employee Benefits website](#).

## LIFE, ACCIDENTAL DEATH & DISMEMBERMENT (AD&D) AND ACCIDENT INSURANCE

You may enroll in multiple [life insurance plans](#) (if eligible). Coverage is guaranteed without proof of good health (when first eligible). If you do not enroll when first eligible, you may be able to enroll with proof of good health (evidence of insurability). Whether you are single, in your 20's, married with kids or close to retirement, life insurance allows you to help with your family's future finances (e.g. pay off debt or funeral expenses). Use the [Life Insurance Needs Calculator](#) to determine how much life insurance you need.

- 1) **State Group Life Insurance** offers term life insurance, to cover you up to five times your annual salary, your spouse up to \$20,000 and your eligible child(ren) up to \$10,000. To be eligible, you must be eligible for the WRS and under age 70 when first enrolled. Continues into retirement at group policy rates. Eligible retirees over age 65 can continue coverage at a reduced coverage level for life, without cost. The UW System pays a portion of the premium.
- 2) **Individual & Family Life Insurance** offers term life insurance to initially cover you up to \$20,000, your spouse/domestic partner (up to \$10,000 initially) and/or your child(ren) (up to \$5,000 initially). Each fall, you may increase your coverage levels by amounts ranging from \$5,000-\$20,000 without proof of good health. Coverage maximums are \$300,000 for yourself, \$150,000 for your spouse/domestic partner and \$25,000 for your child(ren).
- 3) **UW Employees, Inc. Life Insurance** offers decreasing term life insurance for employees only. Coverage is based on age and ranges from \$7,000 - \$33,000.
- 4) **University Insurance Association (UIA) Life Insurance** offers decreasing term life insurance to eligible Faculty, Academic Staff and Limited appointees. This plan is offered to employees only. If you meet the monthly salary requirement, you will be automatically enrolled and the annual premium of \$24 will be deducted from your December earnings. Coverage is based on age and ranges from \$3,400 - \$101,000. UIA offers continuation of coverage at retirement at the group policy rates.

- 5) **Accidental Death & Dismemberment Insurance (AD&D)** offers accidental death and dismemberment insurance for you, your spouse/domestic partner and/or eligible child(ren). Includes Travel Assist coverage, Identity Theft Protection, Critical Burn and Rehabilitation benefits. Continuation coverage available at retirement.
- 6) **Accident Insurance** provides cash payment to help cover out-of-pocket expenses in the event of an accident. Includes an AD&D component. You may enroll in both plans (AD&D Insurance and Accident Insurance).

### INCOME CONTINUATION INSURANCE (ICI)

If you are eligible for the WRS and under age 70, you are eligible for [Income Continuation Insurance \(ICI\)](#). ICI replaces a portion of your income if you are unable to work due to a short-term disability. This plan is administered by ETF and claims are processed by The Hartford. ICI has two levels of coverage, based on earnings:

- **Standard ICI** covers 75% of eligible earnings for the first \$64,000.
- **Supplemental ICI** covers 75% of eligible earnings between \$64,001 and \$120,000.

Enroll in coverage within 30 days of eligibility (usually date of hire) or within 60 days of becoming eligible for the employer contribution towards your premium. If coverage is elected within 30 days of eligibility, you will pay the full premium until you have 12 months of state WRS service. If coverage is elected within 60 days after 12 months of state WRS service, you are eligible for the employer contribution to the ICI immediately.



### FLEXIBLE SPENDING ACCOUNTS (FSA)

Flexible Spending Accounts (FSAs) offer you the opportunity to pay certain health care, dependent day care and work-related parking and/or transit expenses with tax-free dollars. You decide how much to contribute from each paycheck before Federal, State and FICA taxes are calculated. For all accounts except Parking & Transit, you may only change your annual election amount if you have a qualifying life event (e.g. marriage, divorce, birth) and contact your human resources office within 30 days of your qualifying life event. The [Flexible Spending Account \(FSA\)](#) types are:

- **Health Care FSA** - Used to help pay for eligible medical, dental, vision and/or prescription expenses that are not covered by insurance. Expenses can be incurred by you, your spouse, child or other qualifying tax dependent. You are not eligible for a Health Care FSA if you are enrolled in a High Deductible Health Plan (HDHP); however, you are eligible for the Limited Purpose FSA. Up to \$550 can carryover into the next plan year. Annual contribution limit: \$2,750.
- **Limited Purpose FSA** - Only available to employees enrolled in a High Deductible Health Plan (HDHP). Used to help pay for eligible dental, vision and/or **post-deductible** medical/prescription expenses that are not covered by insurance. Expenses can be incurred by you, your spouse, child or other qualifying tax dependent. Up to \$550 can carryover into the next plan year. Annual contribution limit: \$2,750.



- **Dependent Day Care Account** - Used to help pay for eligible dependent care expenses such as after-school care, babysitting fees, adult or child day care and/or preschool. Eligible dependents include a spouse, child or other qualifying tax dependent. Carryover provision does not apply. Annual contribution limit: Up to \$5,000 (depends on tax filing status).
- **Parking & Transit Accounts** – Allows you to set-aside pre-tax income for work-related parking expenses (e.g. parking ramps, park-and-rides) and/or transit expenses (e.g. bus passes). The monthly contribution limit is \$270 for the parking account and \$270 for the transit account. Money can carryover into the next plan year (no carryover limit).

The **plan year** for all accounts is January 1<sup>st</sup> – December 31<sup>st</sup>. You must re-enroll in each of these accounts each year during the Annual Benefits Enrollment (ABE) period if you wish to participate the following plan year.

## HEALTH SAVINGS ACCOUNT (HSA)

A [Health Savings Account \(HSA\)](#) is a pre-tax savings account that you are required to enroll in if you enroll in the High Deductible Health Plan (HDHP) or Access HDHP for State Group Health Insurance. The HSA may be used to help pay for qualified medical, dental, vision, and/or prescription out-of-pocket expenses. The UW System provides an employer contribution (per paycheck) based on coverage level (e.g. single or family). You may also contribute to your HSA on a pre-tax basis. Your per paycheck contribution may be changed at any time.

HDHP or Access HDHP	2021 Employer Contribution (if enrolled for entire calendar year)	2021 Maximum Contribution Limit* (employee + employer)
Single	Up to \$750 per year	\$3,600
Family	Up to \$1,500 per year	\$7,200

*\*If 55+ years of age, you may contribute an additional \$1,000.*



**HSA Features:** Once contributions are made, they belong to you! The money rolls over from year to year and earns interest. Eligible expenses can be incurred by you, your spouse and/or your qualifying child(ren). There may be tax consequences if you are less than age 65 and you use the HSA for non-eligible expenses. At age 65, you may use the account for other expenses (amount withdrawn will be taxable income but not subject to penalties). Review the additional eligibility requirements. It is your responsibility to ensure you are eligible for an HSA.

## WISCONSIN RETIREMENT SYSTEM

The [Wisconsin Retirement System \(WRS\)](#) provides retirement (pension) benefits to UW System employees and to most public employees in the state of Wisconsin. The WRS is administered by ETF and investments are managed by the [State of Wisconsin Investment Board \(SWIB\)](#).

**Contributions:** You contribute 6.75% of your eligible earnings and the UW System contributes 6.75% to your WRS account. WRS contributions are subject to IRS limits. The UW System also contributes 1.1% of your salary to fund the Sick Leave Credit Conversion Program (page 7). Contributions are on a pre-tax basis for federal and state income tax purposes and set annually by ETF.

**Vesting:** If you were first enrolled in the WRS *on or after* July 1, 2011, you are fully vested after completing five years of WRS-creditable service. If you had WRS service *prior to* July 1, 2011, you are immediately vested. Once vested you are eligible to receive a retirement benefit. A full year of creditable service is for executive staff is 1,320 hours from 7/1 – 6/30. You may only earn 1.0 year of creditable service in a 12-month period. You may earn a partial year of creditable service.

**Core vs. Variable Fund:** Contributions are automatically invested in the Core Fund, a balanced fund that is fully diversified with a mixture of holdings (e.g. stocks, bonds, real estate). You may elect to have 50% of contributions invested in the [Variable Fund](#), a fund invested solely in stocks.

**Retirement:** Your monthly annuity will be based on a calculation using your years of service and your three highest years of earnings or the cash value of your account, whichever is greater. You may retire with full benefits (if vested) as follows:

WRS Category	Age* and Years of Service Requirement
Executive – employed in an Executive position <i>before</i> December 31, 2016	Age 62 OR Age 57 with 30 years of service
Executive – employed in an Executive position <i>after</i> December 31, 2016	Age 65 OR Age 57 with 30 years of service

**Termination of Employment:** If you terminate employment before minimum retirement age or before you are vested, a separation benefit may be appropriate. A separation benefit includes your contributions and interest on those contributions. If you take a separation benefit, the employer contributions and years of service are forfeited. If you terminate employment and you are vested, you may take a separation benefit or leave the money in your WRS account. If you leave the money in your WRS account, you may take a retirement benefit when you reach the minimum retirement age.

**[WRS Death or Disability Benefits:](#)** The WRS also contains death and disability benefits.

## WISCONSIN RETIREMENT SYSTEM (CONTINUED)

**Determining WRS Retirement Benefit:** Upon retirement, you will receive a monthly annuity based on the greater of:

- 1.6% times your years of WRS service times your average monthly salary of your highest 3 years of WRS employment; or
- The money purchase value of your WRS account (two times your retirement account).

Annuity reductions may apply if you retire before age 62\* or elect to include a death benefit in your annuity. A lump sum retirement benefit is available in lieu of a monthly annuity if the WRS account is not large enough to provide a monthly annuity. Each spring there is an adjustment to the retirement annuity based on the performance of the WRS.

**WRS Annuity Calculation Example:** Average annual salary of your highest 3 years of WRS employment is \$150,000 = \$12,500 average monthly salary. With 10 years of WRS service and a retirement age of 62, the monthly annuity is \$2,000 calculated as  $\$12,500 \times 1.6\% \times 10$  years.

## SUPPLEMENTAL RETIREMENT SAVINGS PROGRAMS

You are eligible for both supplemental retirement savings programs. Enrollment, changes and/or cancellation in either of the programs may be done at any time. Enroll with the provider of your choice and start saving today! Contributions may be made on a pre-tax basis, an after-tax basis (Roth) or a combination of both. These programs are voluntary. You make the entire contribution; there is no employer contribution. The 2020 maximum annual contribution limits and fees are:

2021 Contribution Limits	TSA	WDC
Contribution Limit: Under Age 50*	\$19,500	\$19,500
Contribution Limit: Age 50 or Over*	\$26,000	\$26,000
Annual Fee	None	Up to \$198 depending on the value of the account

\*You may contribute the annual maximum to both the TSA and WDC plans. Catch-up contributions may be available.

**Tax-Sheltered Annuity (TSA) 403(b) Program:** Regulated by Section 403(b) of the Internal Revenue Code and administered by the University. You may contribute a minimum of \$20 per paycheck. Program investment options include a wide array of mutual funds and fixed and variable annuities. All funds are no load and most funds have lower-than-average expenses. Many have low-cost institutional share classes available as well as lifecycle and index fund options.

**Wisconsin Deferred Compensation (WDC) 457 Program:** Regulated by Section 457 of the Internal Revenue Code and administered by ETF, through a third-party administrator, Empower Retirement. There is no minimum monthly contribution. WDC offers 23 investment options: 6 Target Date funds, 15 actively managed or index mutual fund, collective investment trust or commingled trust options, 1 stable value option and 1 FDIC-insured bank option. The WDC Program also has a managed-account and a self-directed brokerage account option.

## SICK LEAVE CREDIT CONVERSION PROGRAM

When you receive a retirement benefit from the WRS, you are eligible for coverage under the State Group Health Insurance plan for life. With **20+ years** of WRS service, you are eligible to convert unused sick leave hours into a dollar amount to pay State Group Health Insurance premiums upon retirement, layoff or termination. The conversion amount is calculated by multiplying unused sick leave by your highest hourly pay rate then converted to tax-free credits. With **15+ years** of continuous service, when you convert sick leave credits, you are also eligible for supplemental sick leave credits. Once the credits are exhausted, retirees have the option to maintain coverage by paying the premium out-of-pocket. The UW System contributes 1.10% of your annual salary to ETF to pre-fund this program. If you retire from state service or terminate with at least 20 years of WRS service, you may escrow or preserve the accrued sick leave credits if the credits are not immediately needed at retirement/termination.

In the event of your death, the survivors covered on your health insurance plan will be able to use the sick leave credits to help pay for their continuation of the State Group Health Insurance plan.

## SICK LEAVE CREDIT CONVERSION PROGRAM (CONTINUED)

**Example 1:** You retire with 5 years of service, 60 days (480 hours) of unused sick leave and a highest annual salary of \$150,000. You have \$34,482.72 to use toward State Group Health Insurance premiums.  $\$150,000 \div 12 \text{ months} \div 174 \text{ hours per month} = \$71.839/\text{hour}$ . This hourly rate of pay is multiplied by 480 hours.

**Example 2:** You retire with 20 years of service, 230 days (1,840 hours) of unused sick leave and a highest annual salary of \$150,000. You have \$206,896.32 to use toward State Group Health Insurance premiums.  $\$150,000 \div 12 \text{ months} \div 174 \text{ hours per month} = \$71.839/\text{hour}$ . This hourly rate of pay is multiplied by 1,840 hours = \$132,183.76 regular sick leave credits. 20 years of service multiplied by 52 hours per year of supplemental credits multiplied by \$71.839 per hour = \$74,712.56. Total sick leave credits:  $\$132,183.76 + \$74,712.56 = \$206,896.32$ .

## OTHER BENEFITS

**Well-being Resources:** Everyone has a reason to get healthier. Whatever or whoever your reason, be ready for it by taking steps now to a healthier you. UW System supports our employees in choosing well, doing well, and living well by providing the following:

- **Employee Assistance Program (EAP):** Provides you and immediate family members (of your household) free and confidential resources to address personal and/or work-related concerns (i.e. counseling). May also assist with legal services, financial services and/or help with work-life services. This program allows up to six in-person sessions per issue per year.
- **Mental Health Resource:** SilverCloud is an online, anonymous, self-guided, interactive resource that provides UW System students, faculty, and staff no-cost, confidential help with mental health well-being and stress management.
- **Well Wisconsin Program:** The uniform well-being program offered as part of the State Group Health Insurance Program. Available to active employees, retirees and eligible spouses enrolled in State Group Health Insurance. Designed to help make you more aware of your health risks, saving you money in the long run. You are eligible to earn a \$150 incentive (taxable) by completing a health assessment, health check and one of StayWell's Well-Being activities by early October.

**529 College Savings Plan:** Allows you to save for K-12 education expenses and post-high school education (for yourself, child, parent, friend or anyone else's education). Covers tuition, books, room and board, computers, tablets and more. May be funds for universities, colleges, professional schools, technical colleges, graduate programs across the country (and some institutions abroad). Offers low fees, a minimum contribution of \$15 per pay period and tax deductions for Wisconsin residents (limitations apply). You may set-up direct deposit from your payroll. For more information or to set-up an account, visit the [Edvest website](#).

**LifeStyle Program:** This program provides the below services, is free of charge and no enrollment is necessary.

- **Travel Assistance:** Available to active employees, spouses and dependent children. Provides 24/7/365 travel assistance services when traveling 100 or more miles away from home (e.g. medical professional locator services, interpretation services and resolving lost luggage situations).
- **Beneficiary Financial Counseling:** Available to beneficiaries who receive at least \$25,000 in State Group Life claim benefits. Counseling is designed to help families make sound financial decisions at a difficult time.
- **Legal Services:** Available to active and retired employees, spouses and dependent children. Provides access to attorneys nationwide for consultation on simple wills and estate planning. If attorney is retained, there is a 25% discount on services.
- **Legacy Planning Services:** Available to active and retired employees, spouses and dependent children. Provides online resources to help with end-of-life issues with the loss of a loved one or for your own passing.

**Long-Term Care (LTC) Insurance:** You, your spouse, parents and spouse's parents are eligible. Provides coverage for assisted living, adult day care, hospice care, nursing homes, Alzheimer's facilities and/or home modification to accommodate disabilities. Each policy is individually underwritten with premiums based on age, gender and the participants individual health at the time of application. Premiums are also based on the length of your selected waiting period, policy limits and other components of your customized plan. You may enroll at any time through Mutual of Omaha by contacting HealthChoice directly (the designated agent for State employees). Note: Participants must reside in Wisconsin.

## REMINDER: NEXT STEPS – PREPARE. DECIDE. ACT.

**Prepare:** Additional information may be found on the [UW System Employee Benefits website](#). **Decide:** Use ALEX, your personal benefits counselor. **Act:** Most benefit plans have a **30-day enrollment period** from your benefit eligibility date (usually your date of hire). Complete your enrollments online using Self Service. If you have prior State service, you may need to enroll with paper applications. Contact your [human resources office](#) if this applies to you. Otherwise, go to the **MyUW portal** at <https://my.wisconsin.edu> to make your elections through Self Service without delay!

SCAN ME TO



ACCESS LINKS

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