



TOTAL REWARDS: 2024 OVERVIEW

for Part-Time Non-Exempt Staff



Emotional



Financial



Physical



Social



Spiritual

PROGRAM	WHO PAYS	EFFECTIVE	DESCRIPTION
UND 403(b) Retirement Plan (Mandatory Contributions)	<i>University/Employee</i> You contribute 5% of your annual salary on a before-tax basis. The University contributes 10% of your annual salary.	Participation is mandatory after one year of service. *	Fidelity Investments is the provider of recordkeeping services. There are 13 investment options including Target Date Funds, core and specialty funds. You are immediately vested in all contributions to the plan. *The one-year eligibility period may be waived if you have a year of prior service at another accredited college or university or a not-for-profit research laboratory or governmental research laboratory.
UND 403(b) Retirement Plan (Voluntary Contributions)	<i>Employee</i> The amount of contributions permitted is determined by IRS regulations. Contributions are made by employee through payroll deduction.	Eligible to participate at the time you are employed (or any other time during your active employment).	Fidelity Investments is the provider of recordkeeping services. There are 13 investment options including Target Date Funds, core and specialty funds. Contributions can be made on a pre- tax or Roth post-tax basis. Participation is voluntary but encouraged as an opportunity to save for retirement.
Holidays	<i>University</i>	Upon employment.	Holiday pay for the following days/time not worked, provided the holiday falls on a day you are scheduled to work: <ul style="list-style-type: none"> • Martin Luther King, Jr. Day • Good Friday • Memorial Day • Independence Day • Labor Day • Thanksgiving and the day after • Christmas Celebration • New Year's Day Celebration Pay is based on work schedule.
Travel/Accident Insurance	<i>University</i>	Upon employment.	Provides \$500,000 coverage in the event of accidental death or dismemberment resulting from injuries you sustain while traveling on University business. Your spouse is eligible for \$100,000 coverage in the event of accidental death or dismemberment resulting from injuries sustained if traveling with you on University business. Refer to the Travel Policies and Procedures on the website https://treasury.nd.edu for specific guidelines pertaining to this benefit. Offered by AIG Life Insurance Company.

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Vacation	<i>University</i>	Accrual begins immediately upon hire. 90 day waiting period before using.	<p>Vacation is accrued based on actual hours worked. You will receive vacation pay for any time off you take when you otherwise would be scheduled to work. You will accrue based on your length of service:</p> <ul style="list-style-type: none"> •Up to seven (7) - 2 Weeks •Seven (7) years or more - 3 Weeks •Twelve (12) years or more - 4 Weeks •Twenty (20) years or more - 5 Weeks 						
Incidental Days	<i>University</i>	90 days following date of employment	Ten (10) paid leave days allotted per calendar year which may be used in days or incremental hours for personal illness or injury or that of a qualifying family member (spouse, child, or parent). Two of the 10 days may be used for personal. Incidental days will only be applied to days you otherwise would be scheduled to work.						
Short Term Income Replacement (STIR)	<i>University</i>	Upon completion of one year of continuous employment at the University of Notre Dame.	<p>In the event of a non-work related qualifying personal illness or injury, you will be paid a combination of your full salary and partial salary for days you are normally scheduled to work, for up to six months.</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 60%;">Week 1</td> <td style="text-align: right;">Elimination period - Incidental or Vacation</td> </tr> <tr> <td>Week 2 through 8</td> <td style="text-align: right;">100% pay</td> </tr> <tr> <td>Week 9 through 26</td> <td style="text-align: right;">60% pay</td> </tr> </table> <p>Program administered by Sedgwick.</p>	Week 1	Elimination period - Incidental or Vacation	Week 2 through 8	100% pay	Week 9 through 26	60% pay
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Week 2 through 8	100% pay								
Week 9 through 26	60% pay								
Long-Term Disability	<i>University</i>	Upon completion of one year of continuous employment at the University of Notre Dame.*	<p>Pays 60% of your salary up to a maximum of \$12,000 per month after six months of total disability and integrates with other government disability benefits, such as Social Security. If you are a participant in the Defined Contribution Retirement Plan contributions will continue on your behalf. The program is offered by The Standard.</p> <p>* The waiting period may be waived if you were enrolled in Long-Term Disability with your previous employer within the last 3 months.</p>						

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Bereavement Leave	<i>University</i>	Upon employment.	<p>Bereavement Leave is provided as follows, for days you are normally scheduled to work:</p> <ul style="list-style-type: none"> • Ten paid work days & flexibility for additional time off, up to one month, for immediate family including spouse, child (including step-children), or in the event of a miscarriage • Five paid work days for parent (including step-parents) or your spouse's parent • Three paid work days for you or your spouse's extended family including siblings (step-siblings included), brothers/sisters-in-law, stepchildren (including step-grandchildren), grandparents, and grandchildren • One paid work day for aunt, uncle, niece, nephew, cousin
Leave of Absence	<i>Employee</i>	Defined by policy.	<p>Leave of absences may be available for the following University policies:</p> <ul style="list-style-type: none"> • Family and Medical Leave (FMLA) • Personal • Military
Availability of Athletic Facilities	<i>University</i>	Upon employment.	These include handball, squash, basketball and tennis courts, running track, swimming pool, fitness and weight rooms.
Health Advocate	<i>University</i>	Upon employment.	The program provides assistance navigating healthcare and insurance issues for you, your spouse, dependent children, parents, and parents-in-law. Please contact Health Advocate at (866) 695-8633.
Calm App Premium Subscription	<i>University</i>	The first day of the month following your date of hire.	Calm is an app that provides tools to help users relax, focus and rest, offering guided sessions on sleep, meditation and relaxation.
Bookstore, Joyce Center Varsity Shop, and Golf Pro Shop	<i>University</i>	Upon employment.	Discount (20%) on most items.
Golf Courses	<i>University</i>	Upon employment.	Discount on greens fees.
University Libraries	University	Upon employment.	Books and materials may be borrowed upon presentation of your University identification card.
Parking	<i>University</i> Reserved parking is available.	Upon employment.	Free parking is available to all University employees. A parking pass may be obtained at University Parking Services located in Hammes Mowbray Hall.

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Automobile Discount Program	<i>Employee</i>	Upon employment.	Several automobile corporations have extended their supplier discount program to University faculty, administrators, and staff who reside in the United States. With the supplier discount, you pay a small percentage over the price paid by employees of these vendors for most new and unused vehicles. You may lease or purchase up to two eligible vehicles per year.
Pet, Auto & Homeowners Insurance Discount Program	<i>Employee</i>	Upon employment.	<p>As an employee or retiree of the University, you may save up to 20% on pet, auto and home insurance through Liberty Mutual's Group Savings Plus program.</p> <p>You may also receive:</p> <ul style="list-style-type: none"> • Competitive rates, guaranteed for 12 months • Convenient payment plans • Round-the-clock claims service • 24-Hour Emergency Roadside Assistance

This is a general summary of benefits. It does not replace the legal plan documents or contracts for each of the benefit plans and should not, in any way, be considered a legal contract or guarantee of coverage.