



August 20, 2007

MEMORANDUM

To: CSUS Part-time Faculty
From: CSU-AAUP
Re: Subsidized Healthcare Coverage

CSU-AAUP has been working diligently over the past few years to improve the working conditions of part-time faculty, and we are happy to announce that part-time faculty members are now eligible for state subsidized health benefits if they teach nine or more credit hours a semester across multiple state university or college systems within Connecticut (CSU, UConn, or the Community Colleges). This new benefit will be effective with the start of the 2007 fall semester.

This new benefit comes as a result of a grievance CSU-AAUP filed in 2005 with the State Employees Bargaining Agent Coalition (SEBAC) on behalf of part-time faculty who teach more than half-time at multiple state institutions (CSU, UConn, or the Community Colleges). CSU-AAUP, UConn-AAUP, the Congress of Connecticut Community Colleges, and SEBAC argued that individuals meeting this criterion should be considered full-time state employees and be granted benefits as such. After much discussion since the filing of this grievance, the Comptroller's Office made the administrative decision to extend this benefit to eligible part-time faculty members. The process part-time faculty must follow is outlined below.

To be eligible, a part-time faculty member must teach nine or more load credits across the CSU, UConn, and/or Connecticut Community College Systems. For example, a faculty member teaching six load credits at Central Connecticut State University and three load credits at UConn during the fall semester is eligible for subsidized healthcare coverage (medical and dental insurance).

If you meet this criterion and wish to enroll in the healthcare coverage, you must contact the Human Resources (HR) department at one of the universities and/or colleges where you teach and request to enroll in one of the state's health insurance plans. At the time you enroll, you must request that HR activate the code for "active primary job" in the Core-CT system. The

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college or university with your “active primary job” designation will be responsible for the collection and balancing of premium payments and reimbursements.

You will be required to pay the monthly premiums via the Benefits Billing system. You will be reimbursed for the state’s share of the premium at the end of the semester by the State Comptroller’s Office. The state’s share of the premium will depend on the healthcare plan and the class of coverage (individual, family, etc.) that you choose. You must pay the full premium amount on time each month or risk losing the reimbursement for that semester.

The Comptroller’s Office will issue **one** reimbursement check within 30 days of the end of the semester. The check will be mailed directly to your home address, so please make certain when signing up for the benefit that the Human Resources office has your correct home address. The check will be the full amount of the state’s share of the premium and will be treated as a reimbursement, not as income. Correspondingly, taxes will not be deducted from the amount of the premium reimbursement check and the reimbursements that you receive will not be reported on your W-2.

The State will be applying existing rules for healthcare coverage for new hires and terminations. For the 2007 fall semester, every part-time faculty member who meets the eligibility criteria for this benefit will be considered a new hire. New hires are eligible for health insurance coverage on the first day of the **second** month (October 1) immediately following the hire date. Healthcare coverage extends through the last day of the month your employment ends. For example, if a part-time faculty member is hired on August 15 and the semester ends on December 15, s/he will be entitled to premium (State’s share) reimbursement for October, November and December (extending through December 31).

In consecutive semesters, part-time faculty qualifying for and receiving reimbursement in the immediately preceding semester (*summer session is not a semester; this benefit is only available for fall and spring semesters*) and the current semester will be eligible for reimbursement the first day of the **first** month (February 1st) immediately following the hire date. For example, if a part-time faculty member who received reimbursement during the fall, is hired on January 15 with a termination date of May 15, s/he would receive premium (state’s share) reimbursement for February, March, April and May, provided that they are eligible for the benefit.

Additional information should also follow from the Human Resources Departments at each university and college. To read the details of the Comptroller’s Memorandum dated August 10, 2007 - Re: State Sponsored Health Insurance for Adjunct Faculty, please go to the Comptroller’s website at: <http://www.osc.state.ct.us/empret/>.

If you have further questions, please do not hesitate to contact your local AAUP office.