



EXECUTIVE/SENIOR ADMINISTRATOR IV, V

FRS REGULAR CLASS

There are plenty of places to find employment, but at Valencia, you'll find fulfillment. Valencia College is committed to providing employees with a competitive and comprehensive total rewards package. Your total rewards include significantly more than just your base pay. Our total rewards program offers a wide-ranging combination of pay, benefits, professional development, and work/life balance in a meaningful, collaborative work environment.

FLEXIBLE BENEFIT OPTIONS THROUGH THE STATE OF FLORIDA STATE GROUP INSURANCE PROGRAM

As a member of the Florida College System, Valencia College participates in the State of Florida's State Group Insurance Program (SGIP). The SGIP offers and manages a comprehensive package of health and welfare insurance benefits for eligible active employees and their dependents, including health, dental, vision, life, and supplemental insurance plans and savings and spending accounts.

\$25,000 TERM LIFE INSURANCE PAID BY THE COLLEGE

Valencia pays 100% of premium costs for employees' base life insurance. Supplemental insurance is also available at group rates for an additional cost to the employee. Newly eligible employees can purchase up to 5 times your annual salary guaranteed (not to exceed a maximum of \$500,000), or up to 7 times your annual salary with evidence of insurability (not to exceed a maximum of \$1,000,000).

LONG TERM DISABILITY

Valencia College offers Long-Term Disability (LTD) insurance through The Hartford for full-time employees. There is a one-time guaranteed issue of coverage if you enroll during your initial benefits eligibility.

WORK/LIFE BALANCE WITH GENEROUS PAID TIME OFF

- **Vacation Leave is earned at the rate of 20 to 24 days per year** depending upon length of service at the college
- **Sick Leave is earned at the rate of one (1) day per month** – unlimited accrual
- **Four (4) Personal Days per fiscal year** – deducted from sick leave accrual
- **Holidays** – Winter break, Spring break, Martin Luther King Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and the day before and the day after Thanksgiving
- **Additional paid time off during the designated summer work schedule**
- **Eligibility for sick leave pool membership** – after twelve (12) months of consecutive full-time employment and an accumulated sick leave accrual of ten days (80 hours)
- **Paid Parenting Leave** – after one continuous year of full-time service; up to 30 days of paid leave following the birth or adoption of a child
- **Professional development/consulting leave** – credited with ten (10) consulting/professional development leave days, with pay, each contract year

EXECUTIVE/SENIOR ADMINISTRATOR IV, V (FRS REGULAR CLASS) RETIREMENT OPTIONS:

- **Florida Retirement System (FRS) Regular Class:** Both the college and the employee contribute toward retirement in FRS upon employment with Valencia. Currently, the employee contribution is 3% and the employer contribution varies depending on fiscal year legislation. You also have the opportunity to participate in either the FRS Pension Plan or Investment Plan. The vesting requirement is 6 or 8 years for the Pension Plan (dependent upon initial date of enrollment into the FRS) or one year for the Investment Plan.

Employees who elect the FRS Investment Plan have a total contribution of 11.3% deposited to their investment account—of which 3% is employee contribution and 8.3% is employer contribution.

- **Community College Optional Retirement Program (CCORP):** In lieu of the FRS Pension or Investment Plan, you may choose to enroll in the CCORP within 90 days of initial eligibility. The CCORP provides faculty and administrators with five companies (AXA, Corebridge Financial, MetLife, TIAA, and VOYA) to choose from to establish a 403(b). Vesting is immediate under this option.

Employees who elect CCORP have a total contribution of 8.15% deposited to their investment account—of which 3% is employee contribution and 5.15% is employer contribution.

As Executive Management, You Have Additional Retirement Benefits: In addition to one of the retirement options above, you will be enrolled in the Valencia Optional Retirement Program (VORP) in which contributions are administered through an employer-sponsored Special Pay Plan with Corebridge Financial. More detailed information can be found in *Policy 6Hx28:3C-11, Retirement Programs*. A prospectus of investment fund options are available on the corebridgefinancial.com/rs/valenciacollege website.

Executive Management enrolled in the VORP will have an additional employer contribution of 3% to the employee's VORP account. These contributions are separate from and in addition to the retirement contributions listed above.

This summary is intended as an overview and is subject to revision. Full details are contained in the applicable summary plan details and Valencia College policies and procedures.

**EXECUTIVE/SENIOR ADMINISTRATOR IV, V****FRS REGULAR CLASS****ADDITIONAL RETIREMENT SAVINGS OPPORTUNITIES**

Valencia has partnered with Corebridge Financial to administer and provide the best benefit programs for Valencia employees. Through our partnership with Corebridge, employees have access to a variety of services to help plan, save and invest for retirement, including financial advising and educational workshops. Build your retirement portfolio by investing in the 457(b) or 403(b) voluntary plans. Plans offer immediate vesting and are portable, which means they can be rolled into investment options. You can choose pre-tax and/or post-tax contributions.

YMCA OF CENTRAL FLORIDA MEMBERSHIP BENEFIT

Valencia will subsidize 20% of every employee or household membership with the YMCA, including existing memberships. Joiner's fees are also waived. As a YMCA member, you will receive additional discounts on many programs, including summer camp, youth sports, swim lessons, and others.

WORK/LIFE BALANCE RESOURCES

The Employee Assistance Program provides assistance to employees and their families to resolve personal challenges, including family, life, work-related, legal or financial issues. ID theft/fraud resolution services are also included.

EDUCATIONAL AND PROFESSIONAL DEVELOPMENT OPPORTUNITIES

- **Employee Tuition Assistance Program:** After six continuous months of full-time employment, employees are eligible for the following:
 - **Valencia College Course Tuition (including Continuing Education):** Tuition up to 30 credit hours per fiscal year at Valencia College, if degree seeking or seeking a technical/training certificate, or an equivalent monetary allowance for Continuing Education courses.
 - **Non-Valencia College Tuition:** Up to \$1,500 per fiscal year to support non-Valencia College tuition from a U.S. regionally accredited institution and certain associated fees.
- **Employee Professional Development Program:** A designated amount of professional development funds is made available by each Vice President/Provost to provide eligible employees in their division with the opportunity to learn and develop within their role. Funds may be used to cover conference, workshop, webinar, or related educational activity registration cost(s), and approved travel.
- **LinkedIn Learning:** LinkedIn Learning is an award-winning industry leader in online training, with a digital library of more than 6,000 courses covering a wide range of technical, business, software and creative topics. These trainings give employees the opportunity to refine or develop professional skills, learn new software and explore other areas as they plan for career growth.
- **Valencia EDGE:** Designed to help with Employee Development, Growth and Engagement, this online portal offers access to customized Valencia courses and in-person workshops that are held virtually or on Valencia campuses.
- **Educational Recognition Award:** This program celebrates non-instructional employees who have been employed in a full-time position for a minimum of six months and who have subsequently earned a degree from a regionally accredited institution. The College awards employees a one time, lump-sum payment for this accomplishment, as long as the degree is not a required qualification of the employee's current position.

SPOUSE/DOMESTIC PARTNER AND DEPENDENT TUITION BENEFITS

After six continuous months of full-time employment, the employee's spouse/domestic partner, and/or dependents age 26 or under are eligible to register for a maximum of 30 credit hours per fiscal year toward credit and non-credit courses at Valencia College.

ADMINISTRATIVE INCENTIVE CREDIT

Seven (7) days of credit is earned per year, up to a maximum of 35 days paid at termination.

OTHER VALENCIA COLLEGE REWARDS

- **Free LYNX Bus Transportation:** Interested in ridesharing or sustainable transportation? Valencia has partnered with LYNX Transportation to offer free bus transportation for all Valencia faculty, staff and students.
- **Microsoft Office 365 for Personal Use:** Available for all current Valencia College faculty and staff. Office 365 accounts are active for the duration of active employment.
- **Discounts on Valencia Arts and Entertainment Events:** Through Valencia's Arts and Entertainment program, employees have the chance to attend award-winning plays, dance presentations and theater performances – all for a discounted price and often for free.
- **Access to Campus Library Services:** Valencia employees have full access to all library and database services on campus. The library is your resource for research, personal enrichment or leisure reading.
- **Access to Valencia's Dental Hygiene Clinic:** Valencia's fully accredited dental hygiene program provides preventive dental hygiene services to faculty, staff, students and the general public – often for less than an insurance copay.

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