

BUTLER UNIVERSITY



Eligible Benefits & Discounts

PART-TIME EMPLOYEES

Butler Human Resources

Your Total Rewards Team



Lois Templin
Director-Total Rewards



Carla Vance
HR Specialist



Tamika Wilson
Compensation Analyst



Dave Becki
HRIS Manager



Angie Wegner
HR Coordinator



Kendra Diehl
Benefits Administrator



Angie Smith
HRIS Administrator



Jennifer Barkley
Manager-Total Rewards

Employment Status Types

Regular Part-time Staff

A regular part-time employee is scheduled to work a set schedule of no more than 29 hours per week for twelve months.

Temporary Staff

A temporary employee can be full-time or part-time for a specific time period with a definite or estimated end date generally not more than six months after hire. Temporary positions are created to meet a special or seasonal need, to replace a staff member on an extended leave of absence; and to provide program continuity while recruitment is underway to fill a vacant position.

Occasional Staff

An occasional employee is scheduled on an “as-needed” basis and may have variable hours and/or days depending on workloads or special needs; (e.g. covering for an illness or vacation of other staff). The actual hours worked by an occasional employee usually vary and are not guaranteed

Tuition Remission

Butler University, founded on ideals of equity and academic excellence, creates and fosters a collaborative, stimulating, intellectual learning environment. We are inspired to boldly innovate and broadly educate, enriching communities and preparing all learners to lead meaningful lives.

Part of the communities we serve includes our employees, their spouses, and dependents. Butler University believes providing life-long learning opportunities for Butler's faculty, staff and families not only aligns with our mission but also provides well-being for our faculty, staff, and their families to be at their best in the present, in the future, and as they continue to make positive impacts to the legacy of our university.

Tuition remission provides qualified, eligible participants with free tuition toward an undergraduate and/or graduate degree or certain eligible post-baccalaureate credit-bearing certificate programs. The benefit is for tuition only and does not cover fees or other costs associated with coursework or enrollment.

Part-time faculty or staff (for self only): at the undergraduate/graduate level and certain eligible post-baccalaureate credit-bearing certificate programs after working at least 20 hours per week for 12 months of the year.

- Remission at the rate of one-fourth remission after one year of employment and one-half remission after three years of employment

For more information visit:

www.butler.edu/human-resources/benefits/financial/tuition-remission/

The logo for Butler University, featuring the word "BUTLER" in a large, bold, white serif font, followed by the word "UNIVERSITY" in a smaller, white, all-caps sans-serif font, both set against a dark blue rectangular background.

BUTLER UNIVERSITY

Health & Recreation Complex (HRC)

The Health and Recreation Complex (HRC) serves as a wellness resource for Butler University students, faculty and staff, Butler alumni, and the Indianapolis community.

Annual Membership

- \$250 per year for part-time employees

Day Pass Discounts

\$3 for a day pass at the HRC for part-time employees
(single use and 10-pack available)

HRC Free Part-Time Staff and Faculty Weekly Programming

Mondays - Fridays:

- Open Track Usage 6:00-8:00 am, 12:00-1:00 pm, 4:00-5:00 pm

Tuesdays & Thursdays:

- Open Track Usage 6:00-8:00 am, 12:00-1:00 pm, 4:00-5:00 pm
 - Basketball 12:00-1:00 pm, Gym
- Check the [group fitness schedule](#) for faculty/staff classes

**all services listed in this section are for part-time faculty and staff only, spouse, domestic partners, and dependents are not eligible.*

For more information visit:

www.butler.edu/well-being/health-recreation-complex/about/faculty-staff-resources/





Butler University Retirement Plan

Welcome to your retirement program!

Butler University recognizes the importance of providing you ways to plan for your financial future. Your retirement program is an important part of your overall benefits.

You'll need to consider your investment options. When creating your retirement strategy, within your plan you can take one of two approaches:

1. Select a Lifecycle Index fund

Lifecycle Index funds allow you to delegate asset allocation and rebalancing decisions. You can choose the Lifecycle Index fund that most closely matches the year you plan to retire (generally age 65). For example, those who will turn age 65 in 2044 might consider the Lifecycle Index 2045 Fund. As with all mutual funds, the principal value of a Lifecycle Index fund isn't guaranteed at any time and will fluctuate with market changes. The target date approximates when investors may plan to start making withdrawals. However, you are not required to withdraw the funds at that target date. After the target date has been reached, some of your money may be merged into a fund with a more stable asset allocation.*

2. Build your own retirement portfolio

Your plan offers a range of investment options from which to choose.



Learn more about your investment choices online at TIAA.org/butler.

* Lifecycle Index fund share the risks associated with the types of securities held by each of the underlying funds in which they invest. In addition to the fees and expenses associated with the Lifecycle Index funds, there is exposure to the fees and expenses associated with the underlying mutual funds.

Quick guide to managing your retirement account online

To enroll:

- Go to TIAA.org/butler.
- Click *Enroll or Update* to be taken to the *Welcome* page.
 - If you are a first-time user: Click *Register with TIAA* to create your user ID and password.
 - If you are a returning user: Enter your TIAA user ID and click *Log in*.
- Follow the prompts and print out the confirmation page. You are now enrolled.

Log in to your account:

- Go to TIAA.org/butler and click *Log in* in the top right-hand corner. If you are a first time user, select *Register with TIAA*.
- Follow the on-screen directions to create your user ID and password.
- Review and update your profile information on file.

Once logged in:

To change your contributions:

- From the *ACTIONS* menu, select *Change your contributions*.
- Update the percentage for your contributions and the date to make your change effective.

To change investments for future contributions:

- Click the *ACTIONS* tab and select *Change your investments*.
- Select *Plan for the future* and select the account/contract you would like to update and enter your investment instructions.

To transfer funds:

- In the *ACTIONS* menu, select *Change your investments*.
- Select *Change Investments* and select the account/contract you would like to update and enter your investment instructions.

To change your beneficiary designation:

In the *ACTIONS* menu, select *Add/edit beneficiaries*.

Welcome to your retirement program!

How we can help

Online information and account access	<p>Use TIAA.org/butler to:</p> <ul style="list-style-type: none">▪ Establish a secure user ID and password.▪ Review and update your personal information.▪ Update your beneficiary designation.▪ Check account balances and confirm contributions.▪ Change the investment of future contributions.▪ Transfer assets among the plan's investment options.▪ View and research the performance of the plan's investment options.▪ Sign up for eDelivery of materials you'd prefer to receive by email.▪ Access retirement planning tools and calculators.
Automated phone access (available 24/7)	800-842-2252
Phone support	Call 800-842-2252 , weekdays, 8 a.m. to 10 p.m. and Saturday, 9 a.m. to 6 p.m. (ET).
Retirement plan advice and education	<p>Online: TIAA.org/retirementadvisor. Log in to your account and follow the on-screen instructions.</p> <p>To schedule a one-on-one advice and education session, by phone or in person, call TIAA at 800-732-8353, weekdays, 8 a.m. to 8 p.m. (ET). Or visit TIAA.org/schedulenow. Investment advice is not available to participants who reside outside of the United States.</p>
Financial education	TIAA offers many resources to help you learn more about saving and managing your finances. Visit TIAA.org/webinars to participate in live webinars or visit TIAA.org/advice to access information about budgeting, college savings, investing and more.
Online tools and calculators	<p>You can visit TIAA.org/tools for interactive planning tools.</p> <ul style="list-style-type: none">▪ Under <i>Retirement Planning</i>, select the <i>Retirement Goal Evaluator</i> for an estimate of how much of your salary you might be able to replace at retirement.▪ Under <i>Taxes</i>, select the <i>Tax Advantage Calculator</i> to estimate the long-term growth potential of money contributed to a tax-deferred annuity.▪ Under <i>Saving and Investing</i>, select the <i>Asset Allocation Evaluator</i> for sample portfolios based on your answers to a few questions.

Welcome to your retirement program!

Get to know TIAA

A strong supporter on the road to retirement

Focused on your future

TIAA's purpose has remained constant since TIAA was established a century ago: We're here to help you save for—and generate income during—retirement. Over the years, we've regularly introduced enhancements to the ways we deliver on our purpose.

Guiding you to and through retirement

We offer retirement plan advice and education based on your needs. TIAA's experience is built right into your retirement program. You have easy access to online tools at no additional cost to you.

How you can access advice and education

Online: Visit TIAA.org/retirementadvisor.

One-on-one advice sessions: To schedule your session, call TIAA at 800-732-8353, weekdays, 8 a.m. to 8 p.m. (ET). Or visit TIAA.org/schedulenow.

This material is for informational or educational purposes only and does not constitute a recommendation or investment advice in connection with a distribution, transfer or rollover, a purchase or sale of securities or other investment property, or the management of securities or other investments, including the development of an investment strategy or retention of an investment manager or advisor. This material does not take into account any specific objectives or circumstances of any particular investor, or suggest any specific course of action. Investment decisions should be made in consultation with an investor's personal advisor based on the investor's own objectives and circumstances.

Distributions from 403(b) plans before age 59½, severance from employment, death, or disability may be prohibited, limited, and/or subject to substantial tax penalties. Different restrictions may apply to other types of plans.

Investment, insurance, and annuity products are not FDIC insured, are not bank guaranteed, are not bank deposits, are not insured by any federal government agency, are not a condition to any banking service or activity, and may lose value.

Investment products may be subject to market and other risk factors. See the applicable product literature, or visit TIAA.org/butler for details.

You should consider the investment objectives, risks, charges, and expenses carefully before investing. Please call 877-518-9161 or go to TIAA.org/butler for current product and fund prospectuses that contain this and other information. Please read the prospectuses carefully before investing.

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Call Your ComPsych® GuidanceResources® program anytime for confidential assistance.

Call: 855.365.4754

Go online: guidanceresources.com

TDD: 800.697.0353

Your company Web ID: **ONEAMERICA6**

Personal issues, planning for life events or simply managing daily life can affect your work, health and family. Your GuidanceResources program provides support, resources and information for personal and work-life issues. The program is company-sponsored, confidential and provided at no charge to you and your dependents. This flyer explains how GuidanceResources can help you and your family deal with everyday challenges.

Confidential Counseling

6 Session Plan

This no-cost counseling service helps you address stress, relationship and other personal issues you and your family may face. It is staffed by GuidanceConsultants™—highly trained master's and doctoral level clinicians who will listen to your concerns and quickly refer you to in-person counseling (up to 6 sessions per issue per year) and other resources for:

- › Stress, anxiety and depression
- › Relationship/marital conflicts
- › Problems with children
- › Job pressures
- › Grief and loss
- › Substance abuse

Financial Information and Resources

Discover your best options.

Speak by phone with our Certified Public Accountants and Certified Financial Planners on a wide range of financial issues, including:

- › Getting out of debt
- › Credit card or loan problems
- › Tax questions
- › Retirement planning
- › Estate planning
- › Saving for college

Legal Support and Resources

Expert info when you need it.

Talk to our attorneys by phone. If you require representation, we'll refer you to a qualified attorney in your area for a free 30-minute consultation with a 25% reduction in customary legal fees thereafter.

Call about:

- › Divorce and family law
- › Debt and bankruptcy
- › Landlord/tenant issues
- › Real estate transactions
- › Civil and criminal actions
- › Contracts

Work-Life Solutions

Delegate your "to-do" list.

Our Work-Life specialists will do the research for you, providing qualified referrals and customized resources for:

- › Child and elder care
- › Moving and relocation
- › Making major purchases
- › College planning
- › Pet care
- › Home repair

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- › Timely articles, HelpSheets™, tutorials, streaming videos and self-assessments
- › "Ask the Expert" personal responses to your questions
- › Child care, elder care, attorney and financial planner searches

Free Online Will Preparation

Get peace of mind.

EstateGuidance® lets you quickly and easily write a will on your computer. Just go to www.guidanceresources.com and click on the EstateGuidance link. Follow the prompts to create and download your will at no cost. Online support and instructions for executing and filing your will are included. You can:

- › Name an executor to manage your estate
- › Choose a guardian for your children
- › Specify your wishes for your property
- › Provide funeral and burial instructions



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New Health Insurance Marketplace Coverage Options and Your Health Coverage

Form Approved
OMB No. 1210-0149
(expires 6-30-2023)

PART A: General Information

When key parts of the health care law take effect in 2014, there will be a new way to buy health insurance: the Health Insurance Marketplace. To assist you as you evaluate options for you and your family, this notice provides some basic information about the new Marketplace and employment-based health coverage offered by your employer.

What is the Health Insurance Marketplace?

The Marketplace is designed to help you find health insurance that meets your needs and fits your budget. The Marketplace offers "one-stop shopping" to find and compare private health insurance options. You may also be eligible for a new kind of tax credit that lowers your monthly premium right away. Open enrollment for health insurance coverage through the Marketplace begins in October 2013 for coverage starting as early as January 1, 2014.

Can I Save Money on my Health Insurance Premiums in the Marketplace?

You may qualify to save money and lower your monthly premium, but only if your employer does not offer coverage, or offers coverage that doesn't meet certain standards. The savings on your premium that you're eligible for depends on your household income.

Does Employer Health Coverage Affect Eligibility for Premium Savings through the Marketplace?

Yes. If you have an offer of health coverage from your employer that meets certain standards, you will not be eligible for a tax credit through the Marketplace and may wish to enroll in your employer's health plan. However, you may be eligible for a tax credit that lowers your monthly premium, or a reduction in certain cost-sharing if your employer does not offer coverage to you at all or does not offer coverage that meets certain standards. If the cost of a plan from your employer that would cover you (and not any other members of your family) is more than 9.5% of your household income for the year, or if the coverage your employer provides does not meet the "minimum value" standard set by the Affordable Care Act, you may be eligible for a tax credit.¹

Note: If you purchase a health plan through the Marketplace instead of accepting health coverage offered by your employer, then you may lose the employer contribution (if any) to the employer-offered coverage. Also, this employer contribution –as well as your employee contribution to employer-offered coverage– is often excluded from income for Federal and State income tax purposes. Your payments for coverage through the Marketplace are made on an after-tax basis.

How Can I Get More Information?

For more information about your coverage offered by your employer, please check your summary plan description or contact _____.

The Marketplace can help you evaluate your coverage options, including your eligibility for coverage through the Marketplace and its cost. Please visit HealthCare.gov for more information, including an online application for health insurance coverage and contact information for a Health Insurance Marketplace in your area.

¹ An employer-sponsored health plan meets the "minimum value standard" if the plan's share of the total allowed benefit costs covered by the plan is no less than 60 percent of such costs.

PART B: Information About Health Coverage Offered by Your Employer

This section contains information about any health coverage offered by your employer. If you decide to complete an application for coverage in the Marketplace, you will be asked to provide this information. This information is numbered to correspond to the Marketplace application.

3. Employer name BUTLER UNIVERSITY		4. Employer Identification Number (EIN) 35-0867977	
5. Employer address 4600 SUNSET AVE		6. Employer phone number 317-940-9355	
7. City INDIANAPOLIS	8. State IN	9. ZIP code 46208	
10. Who can we contact about employee health coverage at this job? KENDRA DIEHL			
11. Phone number (if different from above)		12. Email address KMDIEHL@BUTLER.EDU	

Here is some basic information about health coverage offered by this employer:

- As your employer, we offer a health plan to:

All employees. Eligible employees are:

Some employees. Eligible employees are:

TO BE ELIGIBLE TO ENROLL AS A SUBSCRIBER AN INDIVIDUAL MUST BE AN EMPLOYEE WHO IS ENTITLED TO PARTICIPATE IN THE BENEFIT PLAN ARRANGED BY THE EMPLOYER, WHO HAS SATISFIED ANY PROBATIONARY OR WAITING PERIOD ESTABLISHED BY THE EMPLOYER WHO IS ACTIVELY AT WORK AND MEET THE PLAN'S ELIGIBILITY CRITERIA.

- With respect to dependents:

We do offer coverage. Eligible dependents are:

ELIGIBLE DEPENDENTS ARE THE SUBSCRIBER'S LEGAL SPOUSE, THE SUBSCRIBER'S OR THE SUBSCRIBER'S SPOUSE'S CHILDREN AND THE CHILDREN FOR WHOM THE SUBSCRIBER OR THE SUBSCRIBER'S SPOUSE IS A LEGAL GUARDIAN OR AS OTHERWISE REQUIRED BY LAW

We do not offer coverage.

If checked, this coverage meets the minimum value standard, and the cost of this coverage to you is intended to be affordable, based on employee wages.

- ** Even if your employer intends your coverage to be affordable, you may still be eligible for a premium discount through the Marketplace. The Marketplace will use your household income, along with other factors, to determine whether you may be eligible for a premium discount. If, for example, your wages vary from week to week (perhaps you are an hourly employee or you work on a commission basis), if you are newly employed mid-year, or if you have other income losses, you may still qualify for a premium discount.

If you decide to shop for coverage in the Marketplace, [HealthCare.gov](https://www.healthcare.gov) will guide you through the process. Here's the employer information you'll enter when you visit [HealthCare.gov](https://www.healthcare.gov) to find out if you can get a tax credit to lower your monthly premiums.

The information below corresponds to the Marketplace Employer Coverage Tool. Completing this section is optional for employers, but will help ensure employees understand their coverage choices.

13. Is the employee currently eligible for coverage offered by this employer, or will the employee be eligible in the next 3 months?

- Yes** (Continue)
13a. If the employee is not eligible today, including as a result of a waiting or probationary period, when is the employee eligible for coverage? _____ (mm/dd/yyyy) (Continue)
- No** (STOP and return this form to employee)

14. Does the employer offer a health plan that meets the minimum value standard*?

- Yes (Go to question 15) No (STOP and return form to employee)

15. For the lowest-cost plan that meets the minimum value standard* offered only to the employee (don't include family plans): If the employer has wellness programs, provide the premium that the employee would pay if he/ she received the maximum discount for any tobacco cessation programs, and didn't receive any other discounts based on wellness programs.

- a. How much would the employee have to pay in premiums for this plan? \$ \$624.95
- b. How often? Weekly Every 2 weeks Twice a month Monthly Quarterly Yearly

If the plan year will end soon and you know that the health plans offered will change, go to question 16. If you don't know, STOP and return form to employee.

16. What change will the employer make for the new plan year? _____

- Employer won't offer health coverage
- Employer will start offering health coverage to employees or change the premium for the lowest-cost plan available only to the employee that meets the minimum value standard.* (Premium should reflect the discount for wellness programs. See question 15.)
- a. How much would the employee have to pay in premiums for this plan? \$ _____
- b. How often? Weekly Every 2 weeks Twice a month Monthly Quarterly Yearly

* An employer-sponsored health plan meets the "minimum value standard" if the plan's share of the total allowed benefit costs covered by the plan is no less than 60 percent of such costs (Section 36B(c)(2)(C)(ii) of the Internal Revenue Code of 1986)



Nuevas opciones de cobertura en el mercado de seguros médicos y su cobertura médica

Formulario aprobado
OMB N.º 1210-0149
(caduca el 30-6-2023)

PARTE A: Información general

Cuando entren en vigencia las partes clave de la ley de salud en el 2014, habrá una nueva forma de adquirir seguros médicos: a través del mercado de seguros médicos. A fin de ayudarlo mientras evalúa las opciones para usted y su familia, este aviso brinda información básica sobre el nuevo mercado y la cobertura médica basada en el empleo que brinda su empleador.

¿Qué es el mercado de seguros médicos?

El mercado está diseñado para ayudarlo a encontrar un seguro médico que satisfaga sus necesidades y se ajuste a su presupuesto. El mercado ofrece opciones de compra en un solo sitio, para buscar y comparar opciones de seguros médicos privados. También es posible que sea elegible para un nuevo tipo de crédito tributario que reduce su prima mensual de inmediato. El periodo de inscripción para la cobertura de seguro médico a través del mercado comienza en octubre del 2013 para la cobertura que comienza el 1.º de enero del 2014.

¿Puedo ahorrar dinero en las primas del seguro médico que ofrece el mercado?

Es posible que tenga la oportunidad de ahorrar dinero y reducir su prima mensual, pero solo si su empleador no ofrece cobertura médica u ofrece una cobertura que no cumple con determinadas normas. Los ahorros en la prima por la cual puede ser elegible dependen de los ingresos de su familia.

¿La cobertura médica del empleador afecta la elegibilidad para los ahorros en la prima a través del mercado?

Sí. Si su empleador brinda cobertura médica que cumple con determinadas normas, no será elegible para un crédito tributario a través del mercado y es posible que desee inscribirse en el plan de salud de su empleador. No obstante, es posible que sea elegible para un crédito tributario que reduce la prima mensual o para una reducción en la cuota de los costos si su empleador no brinda cobertura o no brinda cobertura que cumple con determinadas normas. Si el costo del plan de su empleador que le brindaría cobertura a usted (y no, a los demás miembros de la familia) supera el 9.5 % del ingreso anual de su familia, o si la cobertura médica que brinda su empleador no cumple con la norma de "valor mínimo" establecida por la Ley del Cuidado de Salud a Bajo Precio (Affordable Care Act o ACA, por sus siglas en inglés), es posible que sea elegible para un crédito tributario.¹

Nota: Si adquiere un plan de salud a través del mercado en lugar de aceptar la cobertura médica que brinda su empleador, es posible que pierda las contribuciones (si las hay) que el empleador da para la cobertura médica que brinda. Además, las contribuciones del empleador (así como sus las contribuciones como empleado para la cobertura médica que brinda el empleador) a menudo se excluyen del ingreso sujeto impuesto federal y estatal. Los pagos para la cobertura médica a través del mercado se realizan después de impuestos.

¿Cómo puedo obtener más información?

Para obtener más información sobre la cobertura que brinda el empleador, consulte el resumen de la descripción del Plan o comuníquese con _____.

El mercado puede ayudarlo a evaluar sus opciones de cobertura, incluida su elegibilidad para la cobertura a través del mercado y sus costos. Visite CuidadoDeSalud.gov para obtener más información, incluida una solicitud en línea de cobertura de seguros médicos e información de contacto para un mercado de seguros médicos en su área.

¹ Un plan de salud patrocinado por el empleador cumple con la "norma de valor mínimo" si la participación del plan en los costos totales de beneficios permitidos cubiertos por el plan no es inferior al 60 por ciento de dichos costos.

PARTE B: Información sobre la cobertura médica que brinda su empleador

Esta sección incluye información sobre la cobertura médica que brinda su empleador. Si decide completar una solicitud de cobertura médica en el mercado, deberá brindar esta información. Esta información está enumerada de forma tal que coincida con la solicitud del mercado.

3. Nombre del empleador BUTLER UNIVERSITY		4. Número de identificación del empleador (EIN, por sus siglas en inglés) 35-0867977	
5. Dirección del empleador 4600 SUNSET AVE		6. Número de teléfono del empleador 317-940-9355	
7. Ciudad INDIANAPOLIS	8. Estado IN	9. Código postal 46208	
10. ¿Con quién podemos comunicarnos en relación con la cobertura médica del empleado en este empleo? KENDRA DIEHL			
11. Número de teléfono (si difiere del que figura arriba)		12. Dirección de correo electrónico KMDIEHL@BUTLER.EDU	

A continuación, encontrará información básica sobre la cobertura médica que brinda este empleador:

- Como su empleador, ofrecemos un plan de salud para los siguientes:

- Todos los empleados.
 Algunos empleados. Los empleados elegibles son los siguientes:

PARA SER ELEGIBLE PARA INSCRIBIRSE COMO SUSCRIPTOR, UNA PERSONA DEBE SER UN EMPLEADO QUE TENGA DERECHO A PARTICIPAR EN EL PLAN DE BENEFICIOS ESTABLECIDO POR EL EMPLEADOR, QUE HAYA CUMPLIDO CUALQUIER PERÍODO DE PRUEBA O DE ESPERA ESTABLECIDO POR EL EMPLEADOR QUE ESTÉ ACTIVAMENTE EN EL TRABAJO Y CUMPLA CON LA ELEGIBILIDAD DEL PLAN CRITERIOS.

- En cuanto a los dependientes:

- Sí ofrecemos cobertura médica. Los dependientes elegibles son los siguientes:

LOS DEPENDIENTES ELEGIBLES SON EL CÓNYUGE LEGAL DEL SUSCRIPTOR, LOS HIJOS DEL SUSCRIPTOR O DEL CÓNYUGE DEL SUSCRIPTOR Y LOS HIJOS PARA LOS QUE EL SUSCRIPTOR O EL CÓNYUGE DEL SUSCRIPTOR ES UN TUTOR LEGAL O SEGÚN LO REQUIERA DE OTRO MODO POR LA LEY

- No ofrecemos cobertura médica.

- Si marca esta opción, esta cobertura médica cumple con la norma de valor mínimo. Asimismo, el costo de la cobertura se pretende que sea asequible para usted según los salarios de los empleados.

** Incluso si el objetivo de su empleador es brindarle cobertura asequible, es posible que sea elegible para obtener un descuento en la prima a través del mercado. El mercado utilizará el ingreso de su grupo familiar, junto con otros factores, para determinar si es elegible para recibir un descuento en la prima. Si, por ejemplo, sus salarios varían de una semana a la otra (tal vez es un empleado por hora o trabaja con comisiones), si fue contratado recientemente a mitad de año o si tiene otras pérdidas de ingreso, aún así es posible que reúna los requisitos para recibir un descuento en la prima.

Si decide adquirir cobertura a través del mercado, visite CuidadoDeSalud.gov para obtener instrucciones sobre cómo hacerlo. Aquí encontrará la información del empleador que debe ingresar cuando visita CuidadoDeSalud.gov para saber si puede obtener un crédito tributario para reducir las primas mensuales.

La siguiente información corresponde a la Herramienta de cobertura del empleador a través del mercado. Los empleadores no tienen la obligación de completar esta sección, pero hacerlo ayudará a garantizar que los empleados entienden sus opciones de cobertura.

13. Actualmente, ¿el empleado es elegible para la cobertura que brinda el empleador o lo será en los próximos 3 meses?

- Si.** (Continúe).
13a. Si el empleado no es elegible actualmente, incluso como resultado de un período de espera o de prueba, ¿cuándo será elegible para la cobertura? _____ (dd/mm/aaaa). (Continúe).
- No.** (DETÉNGASE y devuelva este formulario al empleado).

14. ¿El empleador brinda un plan de salud que cumple con la norma de valor mínimo*?

- Si.** (Pase a la pregunta 15). **No.** (DETÉNGASE y devuelva el formulario al empleado).

15. Para el plan de menor costo que cumple con la norma de valor mínimo* ofrecido únicamente al empleado (no incluya los planes familiares): Si el empleador dispone de programas de bienestar, incluya la prima que el empleado pagaría si recibiera el descuento máximo para los programas para dejar de fumar y no recibiera ningún otro descuento sobre la base de los programas de bienestar.

- a. ¿Cuánto tendría que pagar el empleado en lo que respecta a las primas para este plan? \$ \$624.95
- b. ¿Con qué frecuencia? Semanalmente Cada 2 semanas Dos veces al mes Mensualmente Trimestralmente
 Anualmente

Si el año del plan está por finalizar y usted sabe que los planes de salud ofrecidos sufrirán una modificación, pase a la pregunta 16. Si no lo sabe, DETÉNGASE y devuelva el formulario al empleado.

16. ¿Qué modificación hará el empleador para el nuevo año del plan?

- El empleador no brindará cobertura médica.
 El empleador comenzará a brindar cobertura médica a los empleados o modificará la prima para el plan de menor costo disponible únicamente para el empleado, que cumple con la norma de valor mínimo*. (La prima debe reflejar el descuento para los programas de bienestar. Vea la pregunta 15).

a. ¿Cuánto tendrá que pagar el empleado en lo que respecta a las primas para dicho plan? \$ _____

- b. ¿Con qué frecuencia? Semanalmente Cada 2 semanas Dos veces al mes
 Mensualmente Trimestralmente Anualmente

Fecha de la modificación (dd/mm/aaaa):

* Un plan de salud patrocinado por el empleador cumple con la "norma de valor mínimo" si la participación del plan en los costos totales de beneficios permitidos cubiertos por el plan no es inferior al 60 por ciento de dichos costos (Artículo 36B(c)(2)(C)(ii) del Código Tributario de 1986).

Holiday Schedule

Regular part-time staff receive holiday pay if they are normally scheduled to work on a designated holiday.

HOLIDAY	2022 – 2023	2023 – 2024
<i>Juneteenth</i>	Monday, June 20, 2022	Monday, June 19, 2023
<i>Independence Day</i>	Monday, July 4, 2022	Tuesday, July 4, 2023
<i>Labor Day</i>	Monday, September 5, 2022	Monday, September 4, 2023
<i>Thanksgiving</i>	Wednesday, November 23 – Friday, November 25, 2022	Wednesday, November 22 – Friday, November 24, 2023
<i>Winter Break*</i>	Friday, December 23 – Monday, January 2, 2022	Friday, December 22 – Monday, January 1, 2024
<i>Dr. Martin Luther King, Jr Day</i>	Monday, January 16, 2023	Monday, January 15, 2024
<i>Memorial Day</i>	Monday, May 29, 2023	Monday, May 27, 2024

*must be employed first working day in December to be eligible for holiday pay

Personal Computer Loan Program

The University recognizes that various fields of study have diverse needs and that faculty and staff must have the opportunity to explore the ways computer resources can be used.

Thus, the purpose of the Personal Computer Loan Program is to foster the faculty and staff development of computer applications and knowledge in all fields.

Part-time employees must be employed by the University for a minimum of eighteen (18) months with an average of twenty (20) scheduled hours per week prior to applying for the Personal Computer Loan Program. The faculty or staff member must be actively employed and not on a leave of absence or sabbatical.

The minimum loan amount is \$500 and the maximum loan amount is \$1250. The term of the loan is no more than 24 months and is repaid interest-free through payroll deduction. (If the faculty or staff member is employed under contract, the term of the loan will be limited to the contract term if less than 24 months.) There is a limit of one system purchase per fiscal year (June 1 - May 31).

PLEASE NOTE: One computer system per fiscal year is permissible only.

Loan proceeds may not be used to purchase ancillary equipment, digital camera, cellular equipment, iPod, E-book reader, TV systems, gaming devices, etc.

For more information visit:

www.butler.edu/human-resources/benefits/financial/personal-computer-loan/



Library Privileges

It is the mission of the Butler University Libraries to actively support the educational goals of Butler University by providing facilities, services, resources, technology, and educational opportunities that facilitate access to information. Central to this mission are the needs of undergraduate students.

The libraries also have a responsibility to support teaching and scholarship and to help preserve the intellectual heritage which is at the core of the university's overall mission.

Highlights

- Research Resources
- Publishing Resources
- Teaching Resources
- Access to popular newspapers and magazines
 - New York Times
 - Wall Street Journal
 - Indianapolis Star eEdition
 - Chronicle of Higher Education

For more information visit:

<https://libguides.butler.edu/facultystaff>

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LIBRARIES

Other Miscellaneous Perks

Discounted tickets to select Butler Arts Center events and shows

Discounted tickets to select Athletic Events

Yoga & Meditation through the Center for Faith and Vocation (CFV)

Butler Bookstore discount

No-cost membership available to Elements Financial Credit Union

Select benefits with PNC Bank

BUTLER ARTS & EVENTS CENTER



BUTLER ATHLETICS
@ButlerAthletics



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