

**SOUTH FLORIDA STATE COLLEGE
ADMINISTRATIVE PROCEDURES**

PROCEDURE NO. 5020

TITLE: FRINGE BENEFITS

BASED ON POLICY: 5.02 EMPLOYEE BENEFITS

OFFICE OF PRIMARY RESPONSIBILITY: VICE PRESIDENT FOR ADMINISTRATIVE SERVICES/HUMAN RESOURCES

I. Purpose:

To provide procedures for determining which positions are eligible for fringe benefits

II. Procedure:

A. Only employees of the College who are filling regularly established full-time positions shall be entitled to the fringe benefits of leave, College-paid insurance, and other such benefits as approved by the South Florida State College District Board of Trustees (see Procedure 5130, for information on leave benefits).

Part-time employees that average over 30 hours per week annually will be eligible for shared-cost health insurance under the Affordable Care Act (ACA). This calculation will be performed each October to determine eligibility for benefits for Open Enrollment. Individuals who are identified as eligible will be notified by the Office of Human Resources.

B. All full-time and part-time employees filling regularly established (non-temporary) positions are eligible for membership in the Florida Retirement System (FRS).

C. Employees who are filling temporary positions are not eligible for membership in the Florida Retirement System nor are they eligible for any of the other personnel benefits offered by the College to employees in regular, full-time positions.

However, an employee filling a temporary, non-instructional position employed beyond 2,080 total hours per year for the College shall be considered a compulsory member of the FRS.

The following types of positions are considered temporary:

1. An employment position that will not exist beyond six consecutive calendar months (any part of a month is considered a whole month).
2. Work performed by casual laborers (persons who work intermittently when there are specific tasks to be performed).
3. Persons on call (persons called to work unexpectedly for busy periods and whose employment ceases when the purpose for being called is satisfied).
4. Persons appointed to instructional or non-instructional positions that are established with no expectation of continuation beyond one term at a time.

HISTORY: Last Revised: 10/6/20

Adopted: 5/15/85

Reviewed: -

Revised: 2/6/02, 6/1/05, 7/7/09, 10/6/20