



COLLEGE POLICY

PERSONNEL

TOC

E-3i(16) PROCEDURE Benefits for Eligible Employees: Vision Insurance, Safety Eye Wear, Social Security, Employee Assistance Program

Vision Insurance

The College will make available a group vision insurance plan for employees. The College will select and manage the Vision Plan.

Safety Eye Wear

The College will reimburse regular employees with a FTE of 0.75 or greater who 1) are required to wear protective eyeglasses and 2) are assigned to a position requiring that they utilize Z87.1 rated eyewear in their work environment, are eligible for reimbursement for the cost of one pair of protective eyeglasses each fiscal year based on a predetermined reimbursement amount.

The College will negotiate an annual contract with a local vendor, or vendors, for the procurement of protective eyeglasses. The College will reimburse the employees at the negotiated price or the actual cost, if that is less than the negotiated price. If an employee chooses a style of eyeglasses different than the negotiated style(s), the College will only reimburse the negotiated price or actual cost whichever is less. If an employee chooses to use a different vendor, the College will only reimburse the negotiated price less \$10 or the actual cost whichever is less.

Social Security

Southeast Community College employees are covered by the Federal Social Security Plan. The College shall withhold from employee wages an amount equal to the Federal Social Security Plan amount requirement for that year, and an equivalent amount is also provided by the College.

Employee Assistance Program (EAP)

The College will provide an employee assistance program (EAP) and pay the premiums to provide coverage for regular employees with a FTE of 0.75 or greater and their immediate families. Each individual is responsible for any cost if a referral is made by the EAP to an additional facility or service.

Adopted Date: 07/21/1998; Revised (Vision Plan) 5/19/2015; Revised 6/20/2017