



**BOLD.
EXCEPTIONAL.
PROUD.**

**Experience Employee Benefits
Offered at St. Bonaventure University
2023-2024**

TO YOUR GOOD HEALTH

St. Bonaventure is proud to offer high quality health plan choices, all of which include comprehensive preventive and diagnostic medical care.

St. Bonaventure offers three Highmark Blue Cross Blue Shield of Western New York plans for you to choose from: one Point-of-Service (POS) plan and two Preferred Provider Organization (PPO) plans. In the POS plan, Highmark BCBS of WNY provides a robust network of healthcare providers in the 8 counties of Western New York. You may use out-of-network providers but risk paying much higher costs.

The PPO plans let you go in or out of network for care without a referral. You can access top-quality services from physicians and facilities in the network who offer discounted negotiated rates nationwide.

	BCBS PLATINUM (PPO-800)	BCBS GOLD (POS-250D)	BCBS SILVER NATIONAL / HDHP (PPO-6300)
Physician Copay	\$30	\$30	\$20 after ded.
Specialist Copay	\$50	\$50	\$20 after ded.
Hospital Copay	\$250 / \$500	20% after ded.	\$500 after ded.
Urgent Care Copay	\$40	\$75	\$35 after ded.
Emergency Room	\$150	\$150 after ded.	\$150 after ded.
Prescription Drug	\$10/\$30/\$50 2.5x co-pay/90-day supply	\$10/\$30/\$50	\$10/\$30/\$50 after ded.
In-Network:			
Deductible	N/A	\$500 / \$1,000	\$2,000 / \$4,000
Coinsurance	N/A	20%	N/A
Out-of-Pocket Maximum	\$6,350 / \$12,700	\$1,500 / \$3,000	\$5,000 / \$10,000
Out-of-Network:			
Deductible	\$2,000 / \$4,000	\$1,000 / \$2,000	\$5,000 / \$10,000
Coinsurance	30%	40%	40%
Out-of-Pocket Maximum	\$5,000 / \$10,000	\$5,000 / \$10,000	\$10,000 / \$20,000
Employee Monthly Contribution			
Single	\$312.96	\$189.43	\$48.30
Family	\$867.83	\$525.28	\$167.94

WHY HIGHMARK BLUE CROSS BLUE SHIELD OF WNY IS THE RIGHT CHOICE?

Most recognized name in health insurance

Highmark BCBS of WNY is the most recognized health care brand in the world. Nearly one in three Americans is covered by a Blue plan.

Worldwide care

Support around the globe. No matter where you travel, the Blue Cross Blue Shield Global Core program gives you access to providers for your health care needs. For worldwide help, just call 1-800-810-BLUE.

Award-winning health and wellness programs

With online tools, seminars, and worksite wellness programs, we can help you live a healthier life through nutrition, weight management, stress management, and physical fitness programs. We also have programs to manage chronic conditions such as asthma, diabetes, and heart disease.

Need help finding top-quality doctors and hospitals?

To search for in-network providers:

1. Go to **Highmark.com/bcbswny**.
2. Choose **Medical** and select **Continue**.
3. Select **Continue** to browse.
4. Enter your ZIP code.
5. Choose a plan from the list.
6. Type a name or specialty into the search window.

You can still use out-of-network providers, but it may cost you more. So, check that a provider is in network before you get care.



Dental plans

Dental benefit plans are provided through Guardian Insurance. Everyone should have access to great dental coverage, which is why we offer comprehensive plans as part of your benefit package. Dental insurance through Guardian includes services like preventive cleanings, x-rays, restorative services like fillings, and other more serious forms of oral surgery if you ever need them.

Vision insurance

Protecting your eyesight means allowing for routine visits to the optometrist for eye exams, as well as coverage for glasses and contacts. Make sure your eyes remain in great shape at any age no matter how much time you spend staring at digital screens. SBU offers vision coverage to employees and their families at no cost. VSP Provider Network provided by Guardian Insurance.

Flexible spending accounts (FSAs)

An FSA allows you to set aside money for eligible medical, dental, vision or dependent care expenses on a pretax basis. Examples of eligible expenses include eyeglasses, hearing aids, health plan deductibles and out-of-pocket dental costs. A dependent care FSA can help pay for day care for dependents under age 13. The annual medical care maximum is \$3,050 per employee and the dependent care annual household maximum is \$5,000. FSAs are administered by Pro-Flex.

Health savings accounts (HSAs)

An HSA also allows you to set aside money for eligible medical, dental, and vision expenses on a pretax basis. To qualify, you must be enrolled in a qualified high-deductible healthcare plan, cannot be enrolled in Medicare or have been claimed as a dependent on someone's taxes last year. Once enrolled, you may keep your HSA if you leave your employer, relocate or become unemployed. The funds carry over year after year and you can even choose to invest some of the HSA savings to save toward your future retirement! SBU partners with TIAA & HealthEquity to provide you with the best HSA products available!



FOR MORE BENEFITS INFORMATION VISIT

<https://www.lawleybenefitsinfohub.com/sbu> or contact the Office of Human Resources: (716) 375-2102, or hr@sbu.edu.



SECURE YOUR FUTURE

TIAA 403(b) Retirement Plan

St. Bonaventure University recognizes the importance of providing you ways to plan for your financial future. Every employee at St Bonaventure University is automatically enrolled upon their date of hire to the TIAA 403(b) Retirement Plan at a contribution rate of 3%. In addition to automatic enrollment, the SBU Tax-Deferred Annuity Plan provides you with the following enhancements:

- Auto increase – your contribution rate will increase by 1% at the beginning of each plan year (January 1) to a maximum of 10%
- Online salary deferral – manage your contributions from anywhere, 24/7, 365.
- Self-directed auto increase – increase your contributions on your timeline.

SBU defined contribution plan

(Full-time employees only)

After completion of two years of full-time employment, St. Bonaventure University will make a nonelective contribution equal to 10% of the base salary of all eligible participants. Only full-time faculty and staff are eligible for retirement contributions from SBU.





CREATE A STRONG SAFETY NET

We offer a broad range of insurance options to protect you and your family from the unexpected.

Disability & leaves (Staff only)

SBU short-term disability and long-term disability plans provide partial income benefits in the event you are unable to work due to an illness or injury unrelated to your job. You are automatically enrolled in NYS mandatory short-term disability, which provides one-half of your base salary up to a maximum of \$170 per week for up to 26 weeks. SBU also offers supplemental Short-term disability coverage through Guardian.

You are also automatically enrolled in long-term disability, which begins after six months of continuous total disability and covers 60% of your base salary until you are no longer disabled or reach Social Security retirement age.

The New York State Paid Family Leave benefit grants staff members time away from work with partial salary replacement to bond with a new child, care for a family member with a serious health condition, or for a qualifying military exigency.

Please refer to Faculty Handbook for faculty leave provisions.

Life insurance

SBU provides basic life insurance through Guardian Insurance that is equal to one and one-half of your annual salary, up to \$300,000 of coverage. You may also purchase Optional Life and AD&D in addition to the provided Group Life plan up to \$500,000.

NEVER STOP LEARNING

We understand the value of education. That's why we offer benefits that support your career and personal development, as well as the educational development of your immediate family members.

Tuition Remission program

Undergraduate Tuition Remission

St Bonaventure provides 100% tuition remission for eligible employees, spouses and dependents to pursue a St Bonaventure University undergraduate degree. Terms and conditions apply.

Graduate Tuition Remission

SBU provides 80% tuition remission for employees and 50% tuition remission for their spouses for in-person graduate programs. For any online graduate program, tuition remission is only available to eligible employees. Employees considering enrollment in a graduate program should reach out to the Office of Human Resources for more information.

Tuition Exchange program

St. Bonaventure University participates in four separate tuition exchange programs. This program opportunity allows the possibility that your dependent child may receive a tuition reduction at other participating schools.



PAID TIME OFF AND HOLIDAYS

Regular full-time employees with a 12-month obligation are eligible to earn and use vacation benefits upon full-time hire. The amount of vacation time earned is based on the number of fiscal years (June 1 to May 31) of full-time continuous service completed with the university as follows:

- 0 to <5 years of full-time service - 20 days (4-weeks)
- 5 to <10 years of full-time service - 25 days (5-weeks)
- 10+ years of full-time service - 30 days (6-weeks)

90-day probationary period

All newly hired employees will begin accruing paid leave in accordance with the NYS Paid Sick Leave law for the first 90 days of employment. Employees will earn 1 hour of paid leave for every 30 hours worked. Upon the successful completion of 90 days of employment, all newly hired employees will receive an allotment of PTO that will bring their allotment to a minimum of 56 hours of leave (inclusive of the time that was accrued during the first 90 days of employment). For full-time, 12-month employees completing their 90-day probationary period, they will receive an allotment of PTO.

2023-2024 University Holiday Schedule

On designated holidays the university campus is closed and all full-time employees are paid for the day off. Due to the nature of their job, some full- and part-time employees may be required to work on either designated holidays or PTO Days. Those employees will be notified in advance by their area executive with additional compensation provided per university policy.

SUMMER 2023

- Monday, June 19 (Juneteenth)
- Friday, June 30
- Monday, July 3
- Tuesday, July 4

FALL 2023

- Monday, October 9 (Fall Break Day)
- Wednesday, November 22
- Thursday, November 23 (Thanksgiving Day)
- Friday, November 24

WINTER 2023-2024

- Thursday, December 21
- Friday, December 22 (Christmas Eve)
- Monday, December 25 (Christmas Day)
- Tuesday, December 26
- Wednesday, December 27
- Thursday, December 28
- Friday, December 29 (New Year's Eve)
- Monday, January 1, 2024
- Monday, January 15 (Martin Luther King Day)

SPRING 2024

- Thursday, March 28, 2024
- Friday, March 29, 2024 (Good Friday)
- Monday, April 1, 2024
- Friday, May 24, 2024
- Monday, May 27 (Memorial Day)
- Tuesday, May 28, 2024

BONNIES PERKS AND DISCOUNTS

Employee Discounts and Perks Platform

Your work-life balance and general well-being are as important to us as the work you contribute. That's why we offer a discount program through Working Advantage, your one-stop shop for savings with brands you know and love, discounts on local experiences, curated offers just for SBU employees, and new deals added weekly.

It's cost-free and easy to enroll.

Just visit <https://sbu.savings.workingadvantage.com> and begin saving today on items like:

Streaming Services: Disney+, Showtime and more

Attractions, Shows, Sporting Events, and Concerts

Hotels and Rental Cars

Sam's Club Memberships – over 40% off

Education & Enrichment: Language Learning, Audiobooks and more

Health & Wellness

Home Office: Electronics, Laptops and more

Insurance, Home Security and Protection Services

Food & Wine

Online Shopping

Financial Services

Pet Supplies

Entertainment

And so much more!



Search





FRANCISCAN CENTER FOR SOCIAL CONCERN (FCSC)

The FCSC is your headquarters for service learning at St. Bonaventure. We welcome all members of the university community who have a yearning for justice and peace, respect for life, and a deep reverence for creation.

The journey begins with serving others, but also includes reflecting on that experience in the light of faith, integrating it with our studies, and becoming agents for positive change in the Catholic-Franciscan tradition. We believe that such a journey will change lives, transform our campus, and create a better world.

The good you can do through the FCSC

Direct Service

We aid members of the local community who are in need or who suffer from some form of injustice, and join in regional efforts to address social and environmental concerns.

Education

We help foster a consciousness that focuses on the human and spiritual needs of all people, that evokes compassion for those in need, and that instills in people a greater sense of responsibility and an urgency to right wrongs.

Advocacy

We help bring about structural changes that lead to a more just society and church. We stand with those struggling to reclaim their dignity or rights, and we take public stands on matters of justice and peace.



FCSC SERVICE OPPORTUNITIES

Break the Bubble

The St. Bonaventure University community is sometimes referred to as the Bona Bubble, a place where, like any college campus, students and employees feel comfortable, connected, and perhaps somewhat isolated from the rest of the world as they focus on their work.

Break the Bubble is an opportunity for the Bonaventure community to leave campus during mid-semester and holiday breaks, as well as between semesters, to participate in service trips to assist disadvantaged and under-represented populations.

- St. Francis Inn, Philadelphia, Pennsylvania
- Nazareth Farm, Salem, West Virginia
- Valley Of The Angels, Guatemala
- Window Rock, Arizona
- Saint's Place, Pittsford, New York



MORE FCSC SERVICE OPPORTUNITIES

The Warming House

Our students, campus and community volunteers serve up nourishment, fellowship and dignity every single day.

Bona Buddies/Bona Scouts

A youth mentoring program where one-to-one relationships are established between SBU students and local children ages 5 to 15.

SBU @ the SPCA

Members of SBU@SPCA participate in weekly trips to the SPCA in Cattaraugus County, a not-for-profit animal shelter dedicated to saving the lives of animals and providing adoption services for homeless and neglected animals.

St. Bonaventure Food Pantry

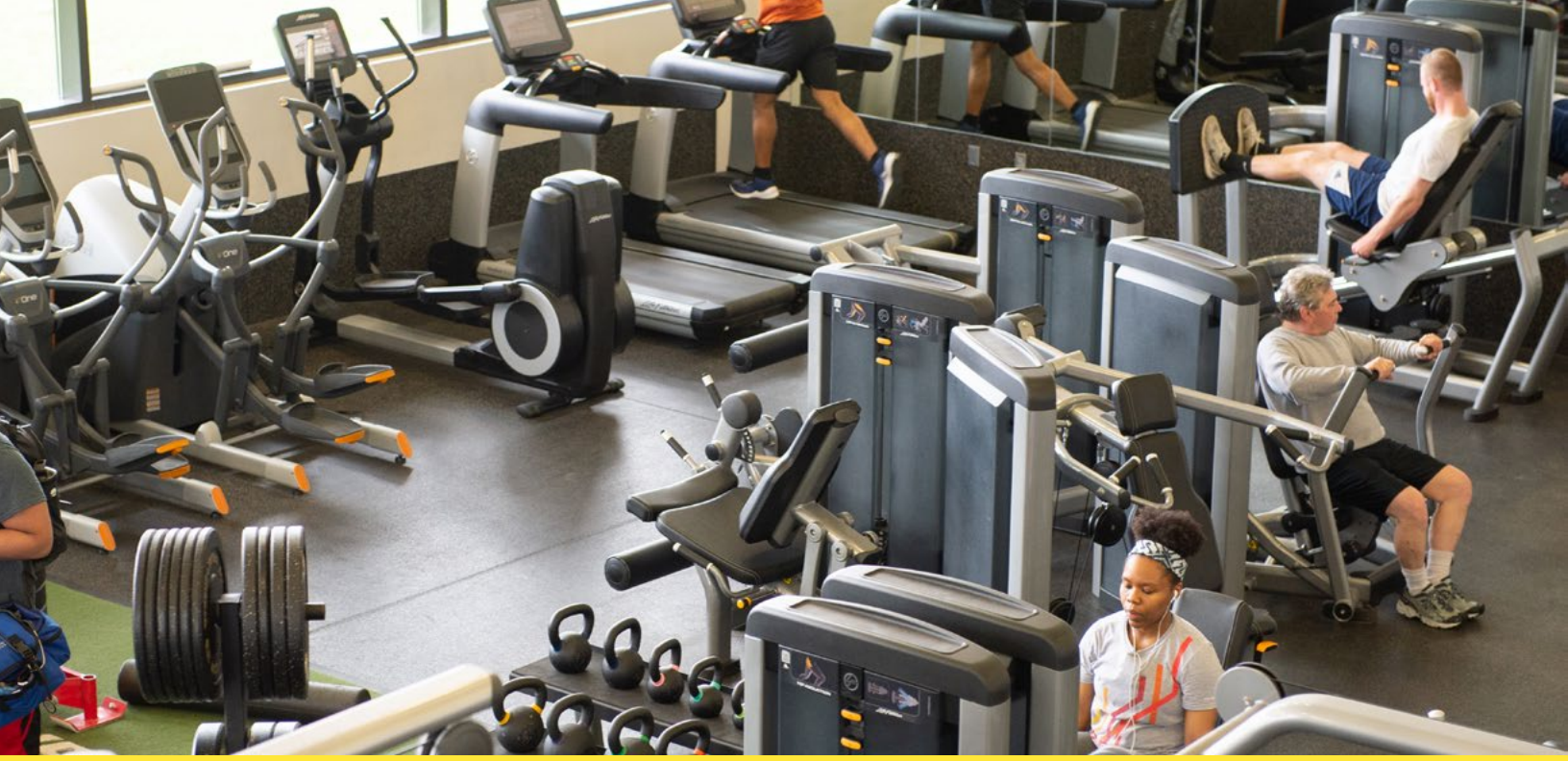
The SBU Food Pantry began in October 2019 after it became obvious to the campus community that food insecurity is an issue on college campuses across America. We stock fresh and frozen foods (fruits, vegetables and proteins) as well as shelf-stable food.

Silver Wolves & Friends with Sisters

Outreach ministries provide companionship to elderly residents in the Olean area.

Sustainability at SBU

As a campus community, we joyfully embrace the challenge to live in “right relationship” with the environment, with one another and surrounding communities.



ON-CAMPUS ATHLETICS, RECREATION & FITNESS FACILITIES

Sandra A. and William L. Richter Center

The Richter Center is our state-of-the-art fitness and recreation center located in the heart of campus, an easy walk from any campus building.

It houses three full-size basketball courts, one with a multi-purpose floor; an elevated walking/running track; racquetball courts; a huge weight room; cardiovascular equipment; and much more.

Employees may use the facility at no cost. Family members may also participate with a nominal fee.

St. Bonaventure Golf Course

Located right across the road from campus, the St. Bonaventure Golf Course is a hilly, scenic and immaculately maintained 9-hole public course popular with golfers from across the region.

The course is open seven days a week through the spring, summer and fall, and motorized carts are available. Best of all, SBU employees may purchase a discounted membership.

Bonnies Basketball Season Tickets

Each full-time employee is entitled to two (2) season tickets at no charge.

ATTRACTIONS NEAR SBU

Situated in the southwestern corner of New York state in an expansive region of natural beauty known as the Southern Tier, St. Bonaventure benefits from a location that is ideal for a residential college.

The campus is nestled between the city of Olean on the east and the village of Allegany on the west, so you're just minutes from some of the best restaurants in the region and stores to fill every need, from the familiar big-box centers to small specialty shops.

Mt. Irenaeus

Rooted in Franciscan tradition, the Mt. Irenaeus community is committed to simple, joyful, healing communion with God and all creation through contemplation and communal experience of God's justice, love, and peace in contemporary life. mountainonline.org/

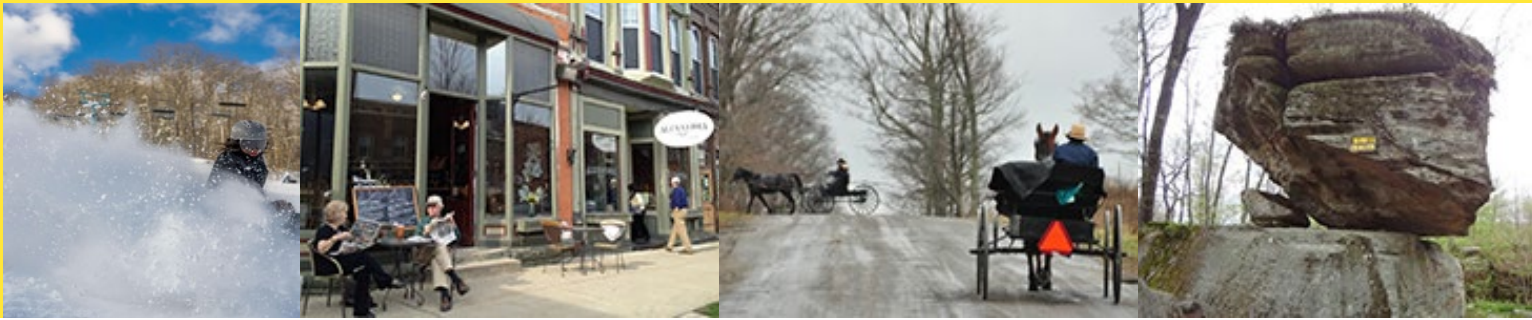
Allegheny River Valley Trail

The Allegheny River Valley trail is a 5.6-mile, 10-foot wide ribbon of fun and fitness right in our own backyard, and across our front lawn. The looped, paved-surface walking, jogging and biking trail runs along the banks of the scenic Allegheny River and through portions of the city of Olean and town of Allegany before returning to campus.

Skiing at nearby Holiday Valley

Holiday Valley, a four-season resort in Ellicottville, N.Y., about a 25-minute drive from campus, offers downhill and cross-country skiing and a beautiful 18-hole golf course. Ski Magazine ranked it 10th best in the East and No. 2 in N.Y. for 2020. Holiday Valley gets high praise for its extensive lift system and family friendliness. www.holidayvalley.com





MORE ATTRACTIONS NEAR SBU

Cattaraugus County

Home to Allegany State Park (the largest state park in New York), Ellicottville (“The Aspen of the East”), The Amish Trail, Rock City Park, Griffis Sculpture Park, Sprague’s Maple Farms, and the Seneca Nation of Indians and its Seneca Allegany Resort and Casino, Catt County offers something for everyone. Visit The Enchanted Mountains, the official website for tourism and visitor information. www.enchantedmountains.com

Chautauqua County

The Chautauqua-Lake Erie Region, a short drive from the St. Bonaventure campus, is a Western New York hot spot for outdoor recreation and vacationing. You can explore museums like the National Comedy Center, Lucille Ball-Desi Arnaz Museum, or Roger Tory Peterson Institute of Natural History, all in Jamestown. Visit Chautauqua Institution, a destination for summer learning that draws globally recognized speakers, performers, and artists. Visit Tour Chautauqua, the official website for tourism and visitor information, at www.tourchautauqua.com

Buffalo-Niagara Region

Buffalo has undergone a remarkable transformation in recent years, from a redeveloped waterfront and revitalized neighborhoods to a burgeoning craft beer scene and over \$1 billion in new investment. Like architecture? Visit seven Frank Lloyd Wright structures. Enjoy art and entertainment? Spend the morning with Charles Burchfield at the Burchfield Penney Art Center. History buff? Relive where President Theodore Roosevelt took the oath of office. Looking for something more casual? Take in the scene at Canalside or Larkin Square or check out Niagara Falls. (Yes, THAT Niagara Falls!) Visit www.visitbuffaloniagara.com to discover all there is to do in the region.

Finger Lakes Region

There are many reasons to visit the Finger Lakes – gorgeous lakes, wine and culinary highlights, exceptional hiking and biking, skiing, and golf combined with a family-friendly atmosphere. The Finger Lakes Region of New York is a 9,000-square mile, four-season playground, set against a backdrop of Mother Nature’s best work: from waterfalls and gorges to rolling hills to miles of spectacular shoreline around 11 glacial lakes and one Great Lake. Visit www.visitfingerlakes.com to learn more about the Finger Lakes.



18 58

**ST. BONAVENTURE
UNIVERSITY**

FOR MORE BENEFITS INFORMATION

Contact the Office of Human Resources: (716) 375-2102, or hr@sbu.edu.

[Click here](#) to see **SBU's Staff Handbook**.