COMPASSION.
WISDOM.
INTEGRITY.

Experience Employee Benefits
Offered at St. Bonaventure University
2021
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 four Blue Cross Blue Shield plans for you to choose from: two Point-of-Service (POS) plans and two Preferred Provider Organization (PPO) plans. In the POS plans, you choose an in-network primary care physician (PCP) for routine medical care and for referrals to specialists and hospitals. You may use out-of-network providers but risk paying much higher costs. These plans provide a robust network of healthcare providers in the 8 counties of Western New York.

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.

<table>
<thead>
<tr>
<th></th>
<th>BCBS Platinum (PPO)</th>
<th>BCBS Gold (POS)</th>
<th>BCBS Silver (POS)</th>
<th>BCBS Silver National 6316 / HDHP (PPO)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physician Copay</td>
<td>$25</td>
<td>$25</td>
<td>$20 after ded.</td>
<td>$20 after ded.</td>
</tr>
<tr>
<td>Specialist Copay</td>
<td>$40</td>
<td>$40</td>
<td>$20 after ded.</td>
<td>$20 after ded.</td>
</tr>
<tr>
<td>Hospital Copay</td>
<td>$250 / $500</td>
<td>20% after ded.</td>
<td>$500 after ded.</td>
<td>$500 after ded.</td>
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<tr>
<td>Urgent Care Copay</td>
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<td>$75</td>
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<tr>
<td>Emergency Room</td>
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<td>$150 after ded.</td>
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<tr>
<td>Prescription Drug</td>
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<td>$10/$30/$50</td>
<td>$10/$30/$50 after ded.</td>
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<tr>
<td>In-Network:</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Deductible</td>
<td>N/A</td>
<td>$500 / $1,000</td>
<td>$1,500 / $3,000</td>
<td>$1,500 / $3,000</td>
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<tr>
<td>Coinsurance</td>
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<td>20%</td>
<td>N/A</td>
<td>N/A</td>
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<tr>
<td>Out-of-Pocket Maximum</td>
<td>$6,350 / $12,700</td>
<td>$1,500 / $3,000</td>
<td>$5,000 / $10,000</td>
<td>$5,000 / $10,000</td>
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<tr>
<td>Out-of-Network:</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Deductible</td>
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<td>$1,000 / $2,000</td>
<td>$5,000 / $10,000</td>
<td>$5,000 / $10,000</td>
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<tr>
<td>Coinsurance</td>
<td>30%</td>
<td>40%</td>
<td>30%</td>
<td>40%</td>
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<tr>
<td>Out-of-Pocket Maximum</td>
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<td>$5,000 / $10,000</td>
<td>$10,000 / $20,000</td>
<td>$10,000 / $20,000</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Employee Monthly Contribution</th>
<th>Single</th>
<th>Family</th>
</tr>
</thead>
<tbody>
<tr>
<td>BCBS Platinum (PPO)</td>
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<tr>
<td>BCBS Gold (POS)</td>
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<td>BCBS Silver (POS)</td>
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<td>BCBS Silver National 6316 / HDHP (PPO)</td>
<td>$142.39</td>
<td>$379.66</td>
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</table>
WHY BLUE CROSS BLUE SHIELD IS THE RIGHT CHOICE?

Most recognized name in health insurance
Blue Cross Blue Shield is the most recognized health care brand in the world. Nearly one in three Americans is covered by a Blue plan.

Worldwide coverage
Blue Cross Blue Shield provides members with access to doctors and hospitals throughout the United States and beyond. Through our affiliation with other Blue Cross and/or Blue Shield plans across the nation, you have more freedom to choose the doctors and hospitals that best suit the needs of you and your family. For more information on this benefit, please visit bcbswny.com.

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.

Wellness card
The wellness card helps you live a healthier lifestyle with a $250 annual allowance for a variety of products and services at discounted negotiated rates.

$250 annual allowance
Fitness classes and centers
Gym memberships
Personal training sessions
Health food stores
(GNC, Feel Rite, Vitamin World)
Nutritional supplements
Health products
Acupuncture treatments
Massage therapy
Chiropractic visits
WW (Weight Watchers)
Races and fun walks
Sports programs
Camps and club services

Visit www.bcbswny.com/wellnesscard to learn more
Dental plans
Dental benefit plans are provided through Lincoln Financial Group (LFG). The Lincoln Dental Connect PPO Plan covers many preventive, basic, and major dental care services. Both plan options allow you to choose any dentist you wish, though you can lower your out-of-pocket costs by selecting a network provider. To find an in-network dentist near you, visit www.LincolnFinancial.com/FindADentist.

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.

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 $2,750 per employee and the dependent care annual household maximum is $5,000.

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!

FOR MORE BENEFITS INFORMATION VISIT
https://www.lawleybenefitsinfohub.com/sbu or contact the Office of Human Resources: (716) 375-2084, or hr@sbu.edu.
SECURE YOUR FUTURE

St. Bonaventure University offers eligible employees a way to save more for their retirement income. All full-time and regular part-time employees may open a St. Bonaventure University tax-deferred annuity plan at any time during their employment.

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 compensation of all participants eligible to share in allocations.

SBU tax-deferred annuity plan
(SBUTDAP) – 403(b)

The St. Bonaventure University Tax-Deferred Annuity Plan is a voluntary 403(b) plan that allows you to contribute additional retirement dollars directly from your pay, on a pretax basis. You vest immediately upon entry into this plan and you decide how to allocate your contributions to a variety of funds available through TIAA. Maximum contributions are set annually by the IRS.
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 short-term disability, which provides one-half of your base salary for up to 26 weeks. 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 Lincoln Financial Group that is equal to one and one-half of your budgeted 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
St. Bonaventure provides 100% tuition remission for eligible employees and their dependents to pursue a St. Bonaventure University undergraduate degree. Tuition remission is available for graduate programs at an 80% remission for employees and 50% remission for their spouses only.

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.
VACATION, PAID TIME OFF AND HOLIDAYS

Vacation Policy (Full-Time Staff)

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:

<table>
<thead>
<tr>
<th>Years of Full-time Service</th>
<th>Vacation Allotment</th>
</tr>
</thead>
<tbody>
<tr>
<td>New hired employees</td>
<td>15 days</td>
</tr>
<tr>
<td>Full-time employees after completion of 5 full fiscal years</td>
<td>20 days</td>
</tr>
</tbody>
</table>

2021-2022 Designated Holiday and Paid Time Off (PTO) Schedule

On both designated holidays and PTO days, 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**
- Designated Holiday: Friday July 2, 2021 (Independence Day)
- PTO Day Monday, July 5, 2021

**FALL**
- Designated Holiday: Monday, October 11, 2021 (Fall Break Day)
- PTO Day Wednesday, November 24, 2021
- Designated Holiday: Thursday, November 25, 2021 (Thanksgiving Day)
- PTO Day Friday, November 26, 2021

**WINTER**
- Designated Holiday: Friday, December 24, 2021 (Christmas Eve)
- Designated Holiday: Monday, December 27, 2021 (Christmas Day)
- PTO Day Tuesday, December 28, 2021
- PTO Day Wednesday, December 29, 2021
- PTO Day Thursday, December 30, 2021
- Designated Holiday: Friday, December 31, 2021 (New Year’s Eve)
- Designated Holiday: Monday, January 3, 2022 (New Year’s Day)
- Designated Holiday: Monday, January 17, 2022 (Martin Luther King Jr. Day)

**SPRING**
- PTO Day Thursday, April 14, 2022
- Designated Holiday: Friday, April 15, 2022 (Good Friday)
- PTO Day: Monday, April 18, 2022
- PTO Day: Friday, May 27, 2022
- Designated Holiday: Monday, May 30, 2022 (Memorial Day)
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.

Allegheny River Valley Trail
The Allegheny River Valley trail is a 5.6-mile, 10-feet 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](http://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 Casino and Hotel, 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 discover all there is to do in the region.
FOR MORE BENEFITS INFORMATION
Contact the Office of Human Resources: (716) 375-2084, or hr@sbu.edu.
Click here to see SBU's Staff Handbook.