



Guided by Wisdom. Grounded in Integrity. Centered on Community.

**Employee Benefits Offered
at St. Bonaventure University
2026-2027**

ST. BONAVENTURE IS NATIONALLY RECOGNIZED FOR EMPLOYEE WELL-BEING

After earning the Silver Bell Seal for Workplace Mental Health in 2025, St. Bonaventure University was awarded the 2026 Gold Bell Seal by Mental Health America. This achievement reflects SBU's ongoing commitment to fostering a workplace where employee well-being is a priority.

"This recognition means a great deal to us, not just as a credential, but also as a reflection of the care we strive to show every member of our campus community," said Dr. Jeff Gingerich, university president. "Mental health is personal, and at St. Bonaventure, where compassion and integrity are among our core values, we want every employee to know they're seen, supported and never alone in their journey."

Grounded in our Franciscan values, SBU supports employees through comprehensive benefits, an Employee Assistance Program (EAP), wellness initiatives, generous paid time off, tuition remission, and a caring campus culture that helps employees thrive both personally and professionally.



FOR BENEFITS INFORMATION:

Contact Human Resources at
(716) 375-2102 or hr@sbu.edu.



“ I’ve never worked at a school or lived in a community that has embraced me and my family with such authentic warmth. ”

Dr. Jeff Gingerich, University President

Watch a video from President Gingerich at
<https://www.youtube.com/watch?v=qCHTkRoBn4U>

Medical Insurance

St. Bonaventure University offers employees three (3) medical plan options administered by Meritain Health. Below is a summary outline of coverage.

	Premium Plan (formerly PPO 800)	Hybrid Plan (formerly POS 250D)	Consumer HSA Plan (formerly PPO 6300)
Annual Deductible	None	\$500 Individual \$1,000 Family	\$2,000 Individual \$4,000 Family
Annual Out-of-Pocket Maximum	\$6,350 Individual \$12,700 Family	\$1,500 Individual \$3,000 Family	\$5,000 Individual \$10,000 Family
Coinsurance	N/A	20%	0%
Doctor's Office Visits			
Primary Care Physicians (PCP)	\$30 copay per visit \$0 copay for children under 19	\$30 copay per visit	\$20 copay per visit after ded.
Specialist	\$50 copay per visit	\$50 copay per visit	\$20 copay per visit after ded.
Preventive Health Care Services (routine exams, x-rays / tests, adult immunizations, well baby care and mammograms)	Covered in Full	Covered in Full	Covered
Physician Office Visits			
Allergy Tests and Injections	\$30 copay per visit with PCP \$50 copay per visit with Specialist	\$30 copay per visit with PCP \$50 copay per visit with Specialist	\$20 copay per visit after ded.
Chemotherapy	\$30 copay per visit with PCP \$50 copay per visit with Specialist	20% coinsurance after ded.	\$20 copay per visit after ded.
Radiation Therapy	\$30 copay per visit with PCP \$50 copay per visit with Specialist	20% coinsurance after ded.	\$20 copay per visit after ded.
Dialysis	\$30 copay per visit with PCP \$50 copay per visit with Specialist Covered in Full for Home Dialysis	20% coinsurance after ded. Covered in Full for Home Dialysis	\$20 copay per visit after ded. \$0 after ded. for Home Dialysis
Inpatient Hospital Services			
Hospital Admission	\$250 copay per admit	20% coinsurance after ded.	\$500 copay per admit after ded.
Mental Health Care	\$250 copay per admit	20% coinsurance after ded.	\$500 copay per admit after ded.
Substance Use Detoxification	\$250 copay per admit	20% coinsurance after ded.	\$500 copay per admit after ded.
Skilled Nursing Facility	\$250 copay per admit	20% coinsurance after ded.	\$500 copay per admit after ded.
Maternity Services			
Prenatal Care	Covered in Full	Covered in Full	Covered in Full
Maternity Care (non-preventive services)	Covered in Full	Covered in Full	\$20 copay per visit after ded.
Inpatient Admission	\$250 copay per admit	0% coinsurance after ded.	\$500 copay per admit after ded.
Emergency Care			
Emergency Room Visit	\$150 copay per visit	\$150 copay per visit after ded.	\$150 copay per visit after ded.
Ambulance Service	\$100 copay per visit	\$75 copay per visit after ded.	\$100 copay per visit after ded.
Urgent Care Visit	\$50 copay per visit	\$75 copay per visit	\$35 copay per visit after ded.

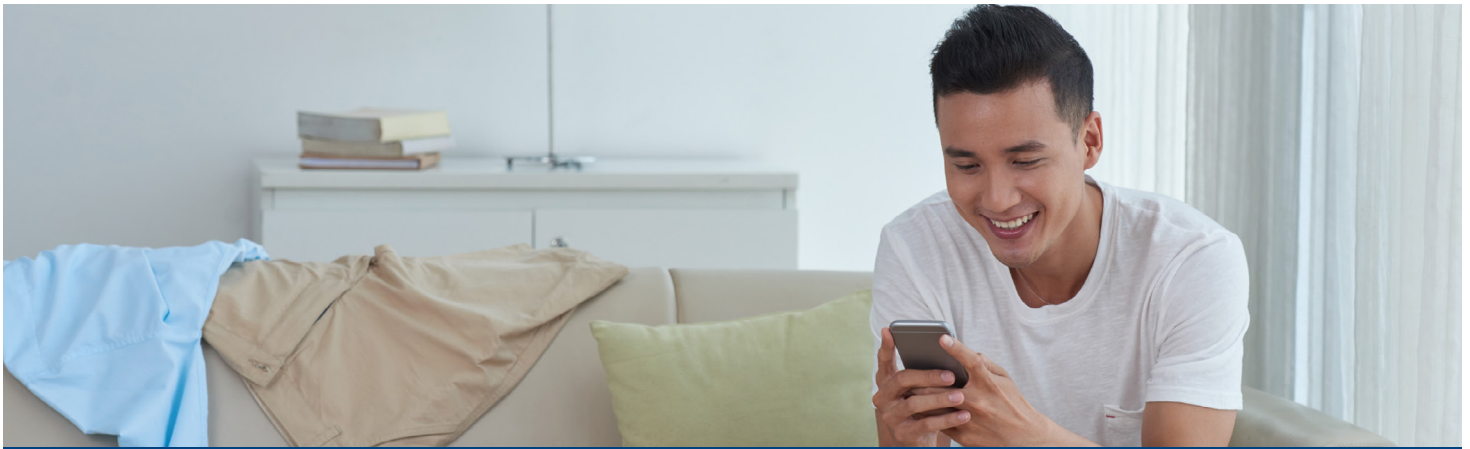
In-Network Outline Above – Please refer to benefit summaries and SBCs for out-of-network coverage information

	Premium Plan (formerly PPO 800)	Hybrid Plan (formerly POS 250D)	Consumer HSA Plan (formerly PPO 6300)
Outpatient Facility Services			
Freestanding Ambulatory Surgical Care	\$100 copay per visit	20% coinsurance after ded.	\$75 copay per visit after ded.
Standard Imaging	\$30 copay per visit	20% coinsurance after ded.	\$20 copay per visit after ded.
Advanced Imaging (MRI, CAT, PET scan, etc.)	\$30 copay per visit with PCP \$50 copay per visit with Specialist	20% coinsurance after ded.	\$20 copay per visit after ded.
Diagnostic Pathology / Laboratory	\$30 copay per visit	20% coinsurance after ded.	\$20 copay per visit after ded.
Mental Health Care	\$30 copay per visit	Covered in Full	\$20 copay per visit after ded.
Substance Use Care	\$30 copay per visit	Covered in Full	\$20 copay per visit after ded.
Prescription Drug Coverage			
Retail – Generic Drug	\$10 copay per 30-day supply	\$10 copay per 30-day supply	\$10 copay per 30-day supply after ded.
Retail – Preferred Brand Drug	\$30 copay per 30-day supply	\$30 copay per 30-day supply	\$30 copay per 30-day supply after ded.
Retail – Non-Preferred Brand Drug	\$50 copay per 30-day supply	\$50 copay per 30-day supply	\$50 copay per 30-day supply after ded.
Diabetic Supplies & Equipment	\$30 copay per item	\$30 copay per item	\$20 copay per item after ded.
Other Services			
Home Health Care	\$30 copay per visit with PCP \$50 copay per visit with Specialist 100 visit limit per benefit year	\$30 copay per visit with PCP \$50 copay per visit with Specialist	\$20 copay per visit after ded. 200 visit limit per benefit year
Hospice Care	\$250 copay per admit \$30 copay per visit with PCP \$50 copay per visit with Specialist	20% coinsurance after ded.	\$20 copay per visit after ded.
Outpatient Therapy (PT, ST, OT)	\$30 copay per visit with PCP \$50 copay per visit with Specialist 60 visit limit per benefit year	20% coinsurance after ded. 20 visit limit per benefit year	\$20 copay per visit after ded. 30 visit limit per benefit year
Durable Medical Equipment	50% coinsurance	50% coinsurance after ded.	\$0 after ded.
External Prosthetics	20% coinsurance	50% coinsurance after ded.	20% coinsurance after ded.
Telemedicine Program	Covered in Full	Covered in Full	Covered in Full
Network Coverage	National PPO Network – Aetna / Meritain		
Dependent Coverage	To Age 26		

In-Network Outline Above – Please refer to benefit summaries and SBCs for out-of-network coverage information

Employee Contributions for Medical Plans

Bi-Weekly Employee Cost	Premium Plan	Hybrid Plan	Consumer HSA Plan
Single	\$169.38	\$111.25	\$39.68
Employee & Spouse	\$406.94	\$277.03	\$96.43
Employee & Child(ren)	\$346.89	\$236.16	\$82.21
Family	\$487.96	\$321.05	\$116.20



Find Care® Online Directory

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Find Aetna providers online in just a few quick steps

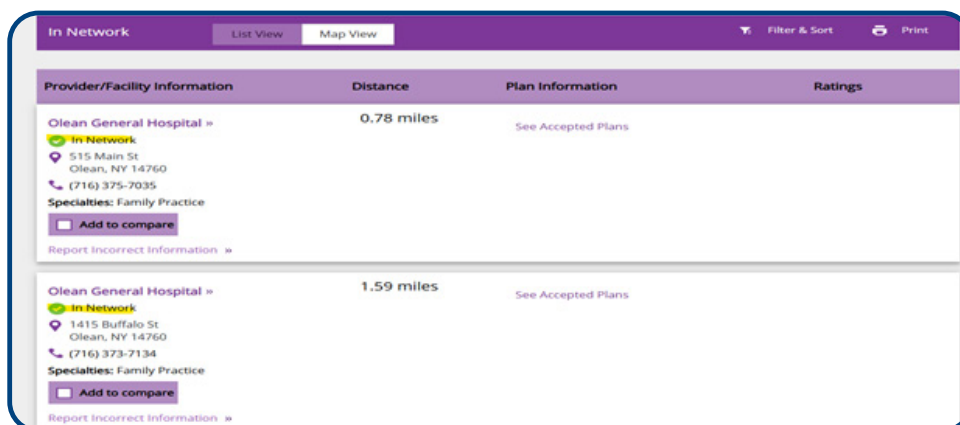
You can use the directory anywhere you have internet access. Just:

1 Visit <https://www.aetna.com/dsepublic/#/mymeritain>.

2 Under *Select a Plan*, scroll down to *Broad Medical Networks*. Click *Aetna Choice® POS II (Open Access)*. Click *Continue*.

3 From here, feel free to search by name, type of provider or type of facility. For example: providers near Olean NY, Olean General Hospital

4 Confirm the provider is in-network.



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Although providers may be listed as in-network you, will want to contact the provider's office directly to ask if physicians/facilities participate with Aetna Choice POS II, as the office/facility would have this information available to them.

If a provider does not participate, the plan does allow transition of care (TOC) for members that are currently under ongoing treatment. You may contact Meritain Health® customer service at **1.800.925.2272** to review the TOC requirements and apply, if appropriate.

Frequently asked questions

What happens if my doctor is listed as in-network but the place I'm seeing the doctor isn't listed as in-network?

If the facility is out-of-network, then that is how the claim will process. It is important to ask your provider what tax ID number they will be billing under if you are going to an out-of-network facility. If the provider bills under their in-network tax ID number, the service could be covered as in-network.

What happens if the place I'm seeing a doctor is listed as in-network but not all the doctors at that facility are listed as in-network?

This will depend on the how the claim is billed to Meritain Health. If the provider you are seeing submits the claim with the in-network facility's tax ID number, then the claim will process in-network.

Is WellNow Urgent Care in Bradford PA in-network?

No. WellNow Urgent Care in Olean, NY is in-network at 921 Wayne St. Olean, NY 14760. The urgent care benefit is the same for both in and out-of-network, however, out of network facilities are subject to usual and customary charges. To ensure your urgent care services will not have additional charges, we recommend seeking urgent care services from an in-network provider.

I have blood work at Olean General Hospital, but it is not listed as a laboratory on the Aetna search tool, will my lab services be covered here?

Olean General Hospital is an in-network provider. Therefore, covered laboratory services will be covered at Olean General Hospital.

Why choose a primary care physician (PCP)?

Meritain Health does not require you to choose a PCP, but we encourage you to choose one. Your PCP knows your health care needs, so they can help manage your health and coordinate your care. To find and choose a PCP, use the *Find Care* tool on your member website.

Please note: provider network participation is subject to change at any time. To ensure your provider is in-network, contact your provider's office, utilize the Meritain Health provider search tool, or call Meritain customer service at 1.800.925.2272 for real-time eligibility verification.



Find providers by phone

Need a provider when you're not near a computer? No problem. Simply call the Aetna Provider Line at **1.800.343.3140** from 8:00 AM–9:00 PM ET, Monday through Friday.

*Aetna is the brand name used for products and services provided by one or more of the Aetna group of subsidiary companies, including Aetna Life Insurance Company and its affiliates.

Providers are independent contractors and are not agents of Aetna or Meritain Health. Provider participation may change without notice. Neither Aetna nor Meritain Health provides care or guarantees access to health services. Information is believed to be accurate as of the production date; however, it is subject to change.

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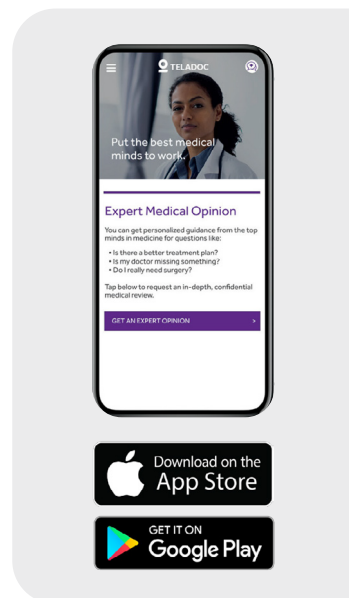
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If you need guidance on a mental health condition or treatment that isn't improving, consult a behavioral health navigator.

Get treatment decision support

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Dental Insurance

Below is a summary outline of coverage for the dental plan offered to eligible employees. **This coverage is voluntary and 100% employee paid.**

	In-Network Benefits	
Services	Low Plan	High Plan
Annual Deductible	Individual: \$50 – 3 Per Family	Individual: \$50 – 3 Per Family
Calendar Year Maximum	\$750 Per Person	\$1,000 Per Person
Preventive Dental Services (cleanings, fluoride treatments, oral exams, sealants, x-rays)	Covered 100% - Deductible Waived	
Basic Dental Services (fillings, root canals, Perio Surgery, scaling & root planning)	Covered 80% After Deductible	Covered 80% After Deductible
Major Dental Services (single crowns, inlays, onlays, bridges, dentures, dental implants)	Covered 50% After Deductible	Covered 50% After Deductible
Orthodontia Services – to Age 19	No Coverage	Covered 50% After Deductible
Lifetime Orthodontia Maximum	N/A	\$1,000
Dependent Age Limits	26	

This chart reflects In-Network Benefits, please refer to your benefit summary for any Out-of-Network Benefits.

Employee Contributions for Dental Plan

Low Plan	Bi-Weekly Employee Cost
Single	\$15.33
Family	\$41.54

High Plan	Bi-Weekly Employee Cost
Single	\$19.44
Family	\$55.08



Vision Insurance

Below is a summary outline of coverage for the vision plan offered to eligible employees. **This coverage is voluntary and 100% employee paid.**

	VSP Network
Services	In-Network
Exams (once every 12 months)	\$10 Copay
Lenses (once every 12 months for glasses or contact lenses)	\$25 Copay
Frames (once every 12 months)	Covered up to \$130 20% Discount on amount of \$130
Contact Lenses (once every 12 months)	Covered up to \$130
Dependent Age Limits	26

This chart reflects In-Network Benefits, please refer to your benefit summary for any Out-of-Network Benefits.



Employee Contributions for Vision Plan

Benefit Plan	Bi-Weekly Employee Cost
Single	\$3.47
Family	\$5.83

Health Savings Account (HSA) HealthEquity®

An HSA through HealthEquity is paired with our High-Deductible Health Plan (HDHP).

HSA funds can be used for qualified medical expenses that are not covered by health insurance. HSAs are Employee-owned bank accounts, where you can deposit pre-tax funds to save for future medical expenses or pay for services prior to meeting your deductible. **You can only contribute to an HSA if you elect St. Bonaventure's Consumer HSA Plan.**

	Single	Employee + Spouse	Employee + Child(ren)	Family
2026 IRS maximum contribution:	\$4,400	\$8,750	\$8,750	\$8,750
2026 Catch-Up contribution for 55+:	\$1,000			

In order to make or receive HSA contributions to an HSA you must:

- Be enrolled in a qualified High Deductible Health Plan (HDHP)
- Not be claimed as a dependent on anyone else's tax return
- Not be enrolled in Medicare
- Not be enrolled in Tricare or VA benefits

HSA dollars go into your account tax-free, grow tax-free, and come out tax-free when used for qualified expenses. You may be able to invest part of your balance once it meets certain thresholds.

Common IRS Qualified Medical Expenses – *this is not a comprehensive list*

- Acupuncture
- Ambulance
- Artificial limbs
- Artificial teeth
- Birth control treatment
- Blood sugar test kits for diabetes
- Breast pumps and lactation supplies
- Chiropractor
- Contact lenses and solutions
- Crutches
- Dental Treatments
- Fluoride treatments
- Fertility enhancement
- Flu shots
- Guide dogs
- Hearing aids and batteries
- Infertility treatment
- Inpatient alcoholism treatment
- Insulin
- Laboratory fees
- Physical therapy
- Speech therapy
- Stop-smoking programs
- Surgery, excluding cosmetic surgery
- Vaccines
- Vasectomy
- Vision exam
- Walker, cane
- Wheelchair

Flexible Spending Account (FSA)



Administered by Benefits Resources Inc.

Healthcare Flexible Spending Account

A medical FSA can be used to pay for any qualified medical expenses not paid by your insurance. This includes copays, deductibles, and coinsurance, as well as dental and vision services. An FSA allows you to set aside money on a pre-tax basis. Any unused funds are forfeited at the end of each plan year.

Healthcare FSA Funding Limit:

\$3,400 per year

Rollover Amount:

Up to \$680 per year

Dependent Care Flexible Spending Account

A Dependent Care FSA (DCFSA) is a pre-tax benefit account used to pay for eligible dependent care services. To be eligible for this account, care must be for dependents under age 13, or an adult dependent incapable of self-care. This care must enable you (and your spouse, if married) to work, look for work, or attend school full-time.

Eligible Expenses

- Child Care
- Nursery School
- Before / After School Care
- Adult Care
- In-Home Dependent Care

How it Works

- At the beginning of the plan year, you will make an annual election of up to \$7,500
- Your annual election will be taken before tax throughout the year based on payroll
- You will submit claims to be reimbursed for dependent care expenses
- Claims will not be paid until the service has been provided
- Claims must be submitted within the designated time period for your plan

Voluntary Critical Illness Benefit



Administered by Unum

Critical Illness Insurance is protection designed to help cover costs, not covered by your health insurance, when you, your spouse, or child is diagnosed with a covered condition. Employees can elect coverage on their spouse and children if they elect coverage on themselves.

Critical Illness (Specified Disease)	
General Plan Information	
Who Pays for Coverage	Employee – 100% Voluntary
Dependent Age Limit	To Age 26
Eligibility Requirements	Must be Actively at Work
Critical Illness Benefit	
Benefit Amount	Employee - \$10,000 or \$20,000 Spouse – 50% of Employee's Benefit Child(ren) – 50% of Employee's Benefit
Guarantee Issue Amount	Employee – Up to \$20,000 Spouse – 50% of Employee's GI amount Child(ren) – 50% of Employee's GI amount
Conditions – lump sum payment upon the first diagnosis of a covered condition once coverage takes effect for the individual. The benefit for each specified disease is payable one time at 100% of the benefit amount	
Cancer (Invasive)	100% of Coverage Amount
Minor Cancer (Non-Invasive)	25% of Coverage Amount
Heart Attack	100% of Coverage Amount
Stroke	100% of Coverage Amount
Obstructive Coronary Artery Disease	50% of Coverage Amount
Major Organ Failure	100% of Coverage Amount
End Stage Renal Disease	100% of Coverage Amount
Benefit Limitations / Key Features	
Pre-Existing Limitations	Does Not Apply
Portability	Included
Be Well Benefit	\$50 once per covered person per calendar year
Additional Cancer Benefit	Pays an additional monthly payment while undergoing treatment for cancer, up to 100% of the original coverage amount. Includes treatments such as hospital stays, chemotherapy, radiation, surgery, and hospice care.

Age banded rates apply. Please refer to Employee Navigator for more specific information regarding costs.

Hospital Indemnity Benefit



Administered by Unum

Hospital Indemnity insurance pays a fixed dollar amount per day for each day you're confined to a hospital, up to a maximum number of days each year. Stays in mental health, substance abuse or nursing facility are also covered.

Hospital Indemnity	
General Plan Information	
Who Pays for Coverage	Employee – 100% Voluntary
Dependent Age Limit	To Age 26
Eligibility Requirements	Must be Actively at Work
Plan is HSA Compatible	Yes
Evidence of Insurability	Health Questions are not required
Hospital Indemnity Benefit	
Hospital Admission	\$1,000 (Payable for a maximum of 1 day per year)
Hospital Daily Stay	\$100 (Payable per day up to 365 days)
Intensive Care Unit (ICU) Admission <i>(added to Hospital Admission)</i>	\$1,000 (Payable for a maximum of 1 day per year)
Intensive Care Unit (ICU) Daily Stay <i>(added to Hospital Daily Stay)</i>	\$50 (Payable per day up to 365 days)
Inpatient Care Rehab/Subacute Rehab Unit	\$100 (Payable for maximum of 30 days per insured per plan year)
Benefit Limitations / Key Features	
Pre-Existing Limitations	Does Not Apply
Portability	Included

Employee Cost	Bi-Weekly
Single	\$10.35
Employee & Spouse	\$20.08
Employee & Child(ren)	\$13.95
Family	\$23.68

Voluntary Accident Benefit



Administered by Unum

Accident Insurance is designed to complement your health and disability insurance plans by paying you money for covered accidental injuries and their treatment. This benefit will pay a set benefit amount based on the type of injury you have and the type of treatment you need. It covers accidents that occur off the job. Employees can elect coverage on their spouse and children if they elect coverage on themselves.

	High Plan	Low Plan
General Plan Information		
Who Pays for Coverage	Employee – 100% Voluntary	Employee – 100% Voluntary
Dependent Age Limit	To Age 26	To Age 26
Eligibility Requirements	Must be Actively at Work	Must be Actively at Work
Type of Coverage	On / Off the Job	On / Off the Job
Can I take the policy with me if I leave the company?	Yes, you can port this coverage	Yes, you can port this coverage
Do I have to answer medical questions as part of purchasing this insurance?	No	No
Accident Benefit – Employee		
Accidental Death Benefit Amount	\$25,000	\$15,000
Accident Benefit – Spouse		
Accidental Death Benefit Amount	\$12,500	\$7,500
Accident Benefit – Child(ren)		
Accidental Death Benefit Amount	\$6,250	\$3,750
Sample of Covered Services		
Hospital Admission	\$1,200	\$1,000
Ambulance – Air	\$1,200	\$1,000
Ambulance – Ground	\$400	\$300
Emergency Room	\$125	\$100
X-Ray	\$75	\$50
Diagnostic Exam – Bone Scan, CAT, CT, EEG, MR, MRA, MRI 1 per insured per tier	\$300	\$200
Be Well Benefit	\$50	\$50

Bi-Weekly Employee Cost	High Plan	Low Plan
Single	\$2.75	\$2.10
Employee & Spouse	\$4.91	\$3.77
Employee & Child(ren)	\$5.75	\$4.30
Family	\$7.90	\$5.97

Life & AD&D Insurance



Life Insurance

Life insurance provides financial security for the people who depend on you. Your beneficiaries will receive a lump sum payment if you pass away while employed by St. Bonaventure. **The company provides basic life insurance at no cost to you.**

Accidental Death and Dismemberment (AD&D) Insurance

Accidental Death and Dismemberment (AD&D) insurance provides payment to you or your beneficiaries if you lose a limb or pass away in an accident while employed by St. Bonaventure. **The company provides basic life insurance at no cost to you.** This coverage is in addition to your company-paid life insurance described above.

St. Bonaventure provides the following benefit:

**1x Your Annual Salary
To a Maximum of \$300,000**

Optional Life & AD&D

In addition to the company provided Life & AD&D Insurance, St. Bonaventure also offers eligible employees the option to purchase additional Life & AD&D coverage on themselves as well as their spouse and child(ren).

Coverage	Increments	Maximum Amount	Guarantee Issue*
Employee	\$10,000	Lesser of 5x salary or \$500,000	\$150,000
Spouse	\$5,000	\$150,000, not to exceed 100% of employee coverage	\$25,000
Child(ren)	N/A	Birth – 14 days: \$1,000 14 days – 26 years: Increments of \$1,000 to a maximum of \$10,000 not to exceed 100% of employee amount (26 years if full time student)	\$10,000

*Evidence of Insurability (EOI) is required for amounts beyond this Guarantee Issue amount

**You must purchase optional life insurance on yourself in order to purchase coverage for your spouse and/or child(ren)

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.



A PARTNER FOR LIFELONG LEARNING AND SUPPORT

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 remission is not available for graduate programs in Occupational Therapy, Physician Assistant Studies, Physical Therapy, Nursing, or any grad program that prepares the student for professional licensure.

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 outside of St. Bonaventure.

Faculty & Staff Professional Development

A variety of engaging professional development opportunities are provided every year and are open to all employees, whether faculty or staff. Workshops and small group meetings are usually offered in a hybrid format and recorded to accommodate those who work remotely or whose schedules preclude them from attending in person. You'll also have a say in what is offered; surveys are done at least annually to gather input on what the campus community thinks should be provided.

LinkedIn Learning

St. Bonaventure is committed to supporting the growth and success of its employees. Through complimentary access to LinkedIn Learning, faculty and staff can explore thousands of on-demand courses covering leadership, communication, technology, project management, teaching strategies, wellness and more. Whether developing new skills, pursuing professional goals, or exploring personal interests, employees have access to flexible learning opportunities that support lifelong growth and career advancement.





Student Loan Support Through Savi

As a nonprofit institution, St. Bonaventure is a qualifying employer for the Public Service Loan Forgiveness (PSLF) program. To help employees maximize this valuable benefit, SBU provides access to Savi, a student loan assistance platform that helps faculty and staff explore repayment and forgiveness options, navigate eligibility requirements, complete necessary paperwork, and receive personalized guidance from student loan experts. This benefit can help employees save time, reduce financial stress and make informed decisions about their student loans.

Embracing AI

The university provides employees with access to ChatGPT Edu, a secure, institutionally licensed AI platform designed for higher education. Unlike public AI tools, ChatGPT Edu offers enhanced security and privacy protections while giving faculty and staff access to powerful technology that supports teaching, research, administrative work and everyday productivity. By embracing responsible AI, SBU equips employees with innovative tools to work more efficiently, foster creativity and enhance the student experience.

TIME TO RECHARGE

St. Bonaventure recognizes the importance of rest, renewal and time spent with family and friends. Faculty and staff enjoy a generous paid time-off package and numerous paid university holidays throughout the year, including an extended winter break when campus offices are closed. This commitment to work-life balance helps employees recharge while supporting their personal and professional well-being.

Regular full-time staff with a 12-month obligation are eligible for paid time off (PTO) benefits upon full-time hire. The amount of time given 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)



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BONNIES PERKS AND DISCOUNTS

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.

Wellness Partnership with the YMCA

St. Bonaventure University and the YMCA of the Twin Tiers have a wellness-centered partnership for all St. Bonaventure's full-time employees. In our new Workplace Wellness partnership, full-time faculty and staff of St. Bonaventure will benefit with reduced memberships and fees.



FRANCISCAN CENTER FOR SOCIAL CONCERN (FCSC)

The FCSC is SBU's headquarters for service 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.

FCSC SERVICE OPPORTUNITIES

The Warming House

Our students, campus and community volunteers serve up nourishment, fellowship and dignity every single day. The Warming House soup kitchen especially needs volunteers during school breaks when SBU students are away from campus.

St. Bonaventure Food Pantry

The SBU Food Pantry (pictured below) 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.



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.

Silver Wolves & Friends with Sisters

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

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.

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.

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.

A few of the recent opportunities offered are:

- St. Francis Inn, Philadelphia, Pennsylvania
- Becoming Bonnies: A week of service for incoming first-year students

SBU faculty and staff are welcome to join our students in service. For more information, email Mike Waseda, hwaseda@sbu.edu.

Mt. Irenaeus

The resident friars of this Franciscan community near campus welcome all to relax, hike, garden, sit and talk, or share a home-cooked meal. 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.

The partnership between St. Bonaventure and Mt. Irenaeus, which began in 1984, invites the university community to engage with the Mountain community in various ways, including student retreats, faculty and staff reflection days, alumni gatherings, and other faith-based initiatives.

mountainonline.org/



IMMERSE YOURSELF IN THE SBU COMMUNITY

A community that stays with you for life. Something for everyone, depending on your interests.

Sandra A. and William L. Richter Center

The Richter Center (pictured above) 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; two racquetball/squash courts; an aerobics room; 5,000 square feet of cardiovascular and weight equipment; locker rooms; and much more. Employees may use the facility at no cost. Family members (spouses and children ages 16-18) 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. Discounts are available on on-site meal plans and on-site purchases.

NCAA Division I and Club Sports Events

Athletics are woven into the fabric of the St. Bonaventure experience, fostering community, school spirit, and a shared sense of pride among students, employees, alumni and families. From the excitement of game day at the Reilly Center to the many athletic and recreational opportunities available across campus, sports play an important role in creating connections and fostering belonging. Athletics strengthens the close-knit and welcoming environment that defines St. Bonaventure University. As an added benefit, employees and their families may enjoy complimentary or reduced-price admission to select home athletic events, making it easy to participate in the traditions and excitement of Bonnie athletics throughout the year. Full-time employees receive two free season tickets for men's and women's Division I basketball. All other NCAA and club sports events are free.

The Regina A. Quick Center for the Arts

The Regina A. Quick Center for the Arts is one of the many ways St. Bonaventure invests in the well-being of its employees — providing opportunities for cultural enrichment, meaningful connections with colleagues and the community, and experiences that inspire both personal and professional growth. Join SBU, where your career aligns with a greater purpose, and help us continue a proud legacy where heart meets mind. For a schedule of events, visit www.sbu.edu/Quick.

- **A Hub for Cultural Engagement:** The Quick Center is a vibrant, inclusive gathering place where you can experience diverse artistic and cultural traditions, explore new perspectives and celebrate the many cultures represented within our campus and surrounding communities.
- **Bonding, Belonging and Perks:** We love to encourage a fun, collaborative workspace. Enjoy exclusive employee ticket discounts at the Quick Center. The center also hosts social events and other opportunities that foster connection, collaboration and a sense of community among colleagues.
- **Seamless Community Integration:** The Quick Center serves as a welcoming bridge between campus and the Western New York community, offering meaningful opportunities to engage with local residents, artists and organizations.
- **Amplifying Youth and Student Voices:** We value the voices of the next generation. Explore exhibitions featuring work and perspectives of SBU students alongside artwork created by local primary and secondary students.
- **Uplifting Performance Art:** Bring your family and friends to experience world-class, year-round performances. From classical and jazz music to dynamic dance and theater, you can regularly immerse yourself in global artistic expression and temporarily step away from daily work tasks.



B.O.N.A.S. Wellness Challenge

The B.O.N.A.S. Wellness Challenge is a student-run program designed to encourage faculty and staff to prioritize their health in a fun, community-centered way. Rooted in the Bonaventure spirit of caring for the whole person, the program strives to address all dimensions of health and wellness.

Participants are invited to take part in a variety of wellness activities and challenges organized by SBU students. These may include fitness goals, mindfulness practices, nutrition awareness, opportunities for rest and reflection, and more. The program is intentionally inclusive and accessible, welcoming participants of all fitness levels and backgrounds.



The B.O.N.A.S. Wellness Challenge offers a unique opportunity for faculty and staff to connect with the student community in a meaningful way, while also investing in their own long-term health. It is a reminder that well-being is not just a personal pursuit but something we build together at Bonaventure.

Employees interested in participating or learning more about the current semester's challenges are encouraged to reach out to the B.O.N.A.S. program adviser, Dr. Jeffrey Allen (Jallen@sbu.edu).

Friedsam Memorial Library

Discover the power of the Friedsam Memorial Library! Access databases, books, journals, and course materials, all in flexible spaces built for collaboration and focused study. Get personalized support from expert reference librarians: in person, via chat, or by appointment. Take advantage of reciprocal access to academic libraries across New York state and stay informed with The New York Times, The Chronicle of Higher Education, and The Buffalo News. Plus, enjoy added conveniences like IT Help Desk support, a Makerspace, and self-service snacks and drinks—all designed to support your success.



Staff Senate

The Staff Senate represents the voice of the university's full- and part-time staff. The Senate serves an advisory role by reviewing and providing feedback on certain university policies and procedures that affect staff working conditions. Staff Senate makes recommendations to the president and executive Staff and may be consulted on matters related to the overall well-being and future of the university. Staff Senators also serve on various university committees.

Faculty Senate

The Faculty Senate represents the teaching faculty in exercising its primary responsibility for legislating general academic policies affecting the undergraduate schools, including standards for admission, advancement and graduation; the academic calendar; curricula; degree requirements; and the establishment, modification, or discontinuance of schools, departments and programs. The Faculty Senate also represents the faculty in legislating general policies related to faculty matters, including organization, qualifications, duties, promotion and applicable sections of the Faculty Status and Welfare Handbook. In all areas where it holds legislative authority, the Senate consults with relevant administrative and student representatives when matters directly affect those constituencies, typically through their participation on Senate committees.

The Peer Group Committee, which establishes and maintains a group of comparable institutions that serve as benchmarks for compensation and benefits, gives a presentation to Faculty Senate.



WHERE HEART MEETS MIND

Science on Tap

Faculty from the SBU Center for Attention, Learning, and Memory organize a monthly experience that brings together faculty, staff, students, and community members. Science on Tap occurs once a month during the fall and spring semesters. It is held at a local restaurant with a Zoom option for remote participation. There is a presentation about something related to science, followed by discussion. These events are highly engaging and accessible to anyone, regardless of their background with science.

Some previous topics addressed in Science on Tap include “Questionable Animal Husbandry,” “Glowing Fish and Hopless Beer: Are all GMOs bad?,” “The Emerging Field of Psychedelic Psychotherapy,” “The Science of Harry Potter,” and “My Nerd Heroes and Quantum Mechanical Forefathers.”

Humanity Hour

Humanity Hour (below) is a recurring speaker series that invites St. Bonaventure faculty to present on topics in the arts and humanities (very broadly understood). The event takes place off campus, beginning with dinner, followed by the presentation and discussion. It is an opportunity for everyone at Bonaventure who is interested in these topics to share community with one another and discuss both current and perennial questions in language, art, culture, society, politics, philosophy, education, and beyond.

Our past speakers include faculty in Philosophy, English, Computer Science, Theology, History, Biology, and the Jandoli School of Communication. Those who are interested in presenting at Humanity Hour are very much encouraged to contact the series organizer, Dr. Stephen Setman (ssetman@sbu.edu).



Belonging Groups

At St. Bonaventure, community is at the heart of who we are. Through Bona Belonging, faculty and staff have opportunities to connect with colleagues, build meaningful relationships, and engage in shared interests beyond their daily work.

Current groups include Active Living, Book Club, International, Interfaith Belonging, New Hires, and Bona's Rising Professionals, with new opportunities continuing to emerge. These communities foster collaboration, professional growth, support, and a sense of belonging that enriches the employee experience and reflects the Franciscan values that define SBU.



BONA'S BELONGING

Community. Connection. Purpose.



INTERFAITH

These conversations aim to foster meaningful dialogue and understanding across traditions.



Contact:
Shatonda Jones



NEW HIRES

At our April meeting, we were pleased to welcome Father David. Next meeting representatives from the Warming House.



Contact:
Nicole Schilling



BONA'S RISING

Young Professional Group.



Contact:
Lindsay Retchless



ACTIVE LIVING

Group Hikes, encouragement to be more active than you were previously.



Contact:
René Garrison
or
Mike Hoffman



INTERNATIONAL

Two Sections, Contact Jonathan Mascuat for either section!

- Exploring and sharing food of different cultures
- Thoughtful dialogue on global issues



Contact:
Jonathan Mascuat



NON-TRADITIONAL STUDENTS

Different Paths, Shared Purpose.



Contact:
Alex Payne



BOOK CLUB

Meets once a month, connecting colleagues across campus.



Contact:
Chassagne Shaffer
for the next titles!



my.sbu



HR/Payroll



Employee Experience

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.

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





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.



■ **Clockwise from top:** City of Olean, Rock City Park, and the Allegheny River Valley Trail.

■ **Previous page:** Allegany State Park, Holiday Valley Resort in Ellicottville.



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ST. BONAVENTURE
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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 on MySBU.