

# Employee Benefits

REGULAR STATUS

**EXEMPT**

STAFF EMPLOYEES

The information contained in this summary pertains to Regular Status Exempt Staff employee positions, .5 FTE and above, and does not constitute an express or implied contract.

Benefits described are subject to change.




CHANCELLOR JAY PERMAN

UNIVERSITY SYSTEM  
OF MARYLAND  
**OFFICE**

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# Paid Leave

ANNUAL LEAVE *	22 workdays per year; 25 beginning in the 21st year - Max carryover is 50 days at the end of a calendar year
HOLIDAYS	15/16 workdays per year
PERSONAL LEAVE	3 workdays per calendar year (“use or lose”)
SICK & SAFE LEAVE *	15 workdays per year
PAID PARENTAL LEAVE	12 weeks in accordance with USM BOR policy <a href="#">VII-7.49</a>

\* Leave accrued in bi-weekly increments, based on FTE.



# Retirement Programs

## MANDATORY RETIREMENT PLANS

State law requires exempt staff to enroll in a retirement plan immediately upon employment. There are two plan options: the [Employees' Pension Plan](#), administered by the Maryland State Retirement and Pension System, and the [Optional Retirement Plan \(ORP\)](#), administered by [Fidelity](#) or [TIAA](#). Please see [Choosing a Retirement Program](#) to compare the Employees' Pension Plan benefits and the ORP.

## SUPPLEMENTAL RETIREMENT PLANS

Exempt staff can access multiple voluntary retirement plan options through [Fidelity](#), [TIAA](#), and [MSRP-Nationwide](#). These plans are employee contributions only and are subject to IRS limits.



# Training & Development

## PROFESSIONAL DEVELOPMENT CONFERENCES

The USM's [Learning & Talent Development Committee](#) provides annual virtual professional development and wellness-focused conferences available at no cost to USM employees.

## LINKEDIN LEARNING

USMO employees have unlimited access to [LinkedIn Learning](#), an online library of over 16,000 instructional videos and courses taught by industry experts in the fields of business, technology, and creativity.



# Health Benefits

OPTIONS INCLUDE:

Medical (includes vision)	Prescription	Dental
Health Care Flexible Spending Account	Dependent Care Flexible Spending Account	Wellness

EMPLOYEES WORKING 50% OR MORE FTE (full-time equivalent) receive 100% of the State subsidy.

EMPLOYEES WORKING LESS THAN 50% FTE (full-time equivalent) do not receive the State Subsidy – you pay the full amount.

For details on the providers, services covered and costs, see the current year's Benefits Guide on [DBM's Health Benefits Page](#).



# Life Insurance

## USM-SPONSORED METLIFE

### LIFE & LONG-TERM DISABILITY (LTD) BENEFITS

The USM offers optional term life insurance for employees, their spouses and their dependent children. LTD benefits are available for employees. All benefits are administered by [MetLife](#).

## STATE-SPONSORED METLIFE

### LIFE & ACCIDENTAL DEATH & DISMEMBERMENT (AD&D) BENEFITS

The State of Maryland offers optional term life insurance for employees, their spouses and their dependent children. AD&D benefits are available for employees. All benefits are administered by [MetLife](#).





# Tuition Remission

Eligible Exempt Staff have access to tuition remission and tuition reimbursement for themselves, their spouses, and their children to enroll in academic courses to improve their skills or personal development. Eligibility rules can be found in USM's [employee](#) and [spouse/dependent](#) tuition remission policies.



# State Employees Credit Union (SECU)

Employees are eligible to become members of SECU. [SECU](#) is Maryland's largest credit union, with 22 branches nationwide and 50,000+ free ATMs nationwide. They are a not-for-profit banking service offering lower loan rates and fees than many for-profit banks. Members have full access to their accounts through mobile and online banking.





# Employee Assistance Program (EAP)

Our EAP, provided through [ComPsych® GuidanceResources®](#), offers comprehensive, confidential support services designed to help you manage the challenges of balancing work, family, and personal responsibilities. These services are available 24/7 and include access to counseling, legal support, financial guidance, and personalized work-life resources at no cost to you and your dependents.

# Free Baltimore Mass Transit Ridership (MTA)

USM employees can ride Baltimore's light rail transit system, metro subway, local bus service, and commuter bus service for free using the Charm City Mobil app.



# Support for Managing Student Debt Through SAVI

USMO employees can access membership with [SAVI](#), a social-impact public benefit company that helps student loan borrowers quickly lower their payments and find forgiveness.





# Maryland 529 College Investment Plans

The [Maryland 529](#) plan is a tax-advantaged education savings plan designed to encourage families to save for future qualified education expenses such as tuition and fees; room and board; books, supplies, and equipment required for enrollment or attendance; computer and technology needs; and certain expenses for special needs students. You can choose between a variety of investment options whether you are new to investing or prefer a hands-on approach.