Employee Benefits

REGULAR STATUS
NONEXEMPT
STAFF EMPLOYEES

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

Benefits described are subject to change.
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## Paid Leave

| **ANNUAL LEAVE** * | Through completion of the 1st year: 11 days  
Through completion of the 2nd year: 12 days  
Through completion of the 3rd year: 13 days  
Through completion of the 4th year: 14 days  
Through completion of the 10th year: 15 days  
Through completion of the 20th year: 20 days  
Beginning with the 21st year and thereafter: 25 days |
| **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 [VII-7.49](#) |

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

MANDATORY RETIREMENT PLAN
Nonexempt employees are required to enroll in the Employees’ Pension Plan benefit through the Maryland State Retirement and Pension System (SRPS). The Employees’ Pension Plan is a defined benefit plan with a 10-year vesting requirement that currently requires participants to contribute 7% of their salary to the plan. Details are available in the plan handbook.

SUPPLEMENTAL RETIREMENT PLANS
Nonexempt 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
USM0 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:

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<th>Medical (includes vision)</th>
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<td>Wellness</td>
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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 Nonexempt 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.

MTA
Maryland
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.