BENEFITS SUMMARY FOR REGULAR STATUS NONEXEMPT STAFF EMPLOYEES*

PAID LEAVE

Annual Leave  Beginning with the Date of Employment through completion of the 1st year: 11 days
               Beginning with the 2nd year through completion of the 2nd year: 12 days
               Beginning with the 3rd year through completion of the 3rd year: 13 days
               Beginning with the 4th year through completion of the 4th year: 14 days
               Beginning with the 5th year through completion of the 10th year: 15 days
               Beginning with the 11th year through completion of the 20th year: 20 days
               Beginning with the 21st year and thereafter: 25 days

Holidays  14 workdays per year (15 during General Election year)
          (Of the 14 Holidays, 11 are State Holidays, 3 are University Holidays. For the complete
          holiday schedule, check with your institutional HR Office)

Personal Leave  3 workdays per calendar year (use or lose annually)

Sick Leave  15 workdays per year

STATE OF MARYLAND HEALTH & OTHER BENEFITS PROGRAMS – Options for USM employees to participate are:

Medical Plans  Mental Health  Health Care Flexible Spending Account
Dental Plans  Term Life Insurance  Dependent Care Flexible Spending
Vision Plan  AD & D Plan  Account
Prescription Plan

For details on the providers, services covered and costs, see the benefits booklet at

UNIVERSITY SYSTEM OF MARYLAND PROGRAMS:  USM offers additional Life & Disability Insurance through UNUM;

RETIREMENT PROGRAMS:  New employees will be enrolled in the Maryland Reformed Contributory Pension Benefit through the
Maryland State Retirement and Pension System (SRPS). The SRPS is a defined benefit pension plan that currently requires
participants to contribute 7% of their salary to the plan. Details are available in the pension plan handbook at

SUPPLEMENTAL RETIREMENT PLANS:  403(b), 457(b), 401(k) - Voluntary Employee participation and contribution up to Internal Revenue Code limitations. Current vendors are Fidelity, TIAA and MSRP-Nationwide. For more information, see the following:
https://nb.fidelity.com/public/nb/usm/home
https://www.tiaa.org/public/tcm/usmd
http://msrp.maryland.gov/index.html

STATE EMPLOYEES CREDIT UNION (SECU):  Available to all State of Maryland employees. Details are available at
https://www.secumd.org/

TUITION REMISSION:  Tuition remission for employee, spouse, and dependent children is available in accordance with criteria set forth in USM BOR policies VII-4.10 and VII-4.20, available at http://www.usmd.edu/regents/bylaws/SectionVII.

EMPLOYEE ASSISTANCE PROGRAM (EAP):  The EAP, available through GuidanceResources, is a free, confidential program that includes online resources and consultation services to help you balance your work, family, and personal life. Log on to http://www.guidanceresources.com (first-time users register with Organization Web ID: USMEAP)

FREE BALTIMORE MTA MASS TRANSIT RIDERSHIP:  Includes the light rail transit system, metro subway, local bus service, commuter bus service in the Baltimore region, and any other system and service specified by the MTA.

*The information contained in this summary pertains to Regular Status Nonexempt Staff employee positions and does not constitute an express or implied contract. Benefits described are subject to change based on BOR policy or applicable Maryland or other laws.

Revised 2/10/2020