



MARQUETTE UNIVERSITY HUMAN RESOURCES

# SUMMARY OF BENEFITS

FACULTY (FULLTIME)



**MARQUETTE**  
UNIVERSITY

Be The Difference.

# SUMMARY OF BENEFITS

**M**arquette University is committed to offering a comprehensive benefits package designed to attract and retain qualified, talented faculty. Driven by the university's mission of *cura personalis*, or care for the whole person, Marquette offers an outstanding benefits package for all employees, from on-campus child care services to competitive health and other insurance policies. The university is consistently recognized by national and local organizations as an outstanding place to work.

## **BANKING SERVICES**

US Bank offers on-campus banking services and has a branch located in the Alumni Memorial Union and convenient ATMs around campus.

## **BASKETBALL TICKETS**

Marquette plays in the Big East Conference against teams such as Cincinnati, Connecticut, Notre Dame, Pittsburgh and Syracuse. Season tickets at reduced rates are available. To be eligible, employees must be on the payroll as of October 1.

## **CENTER FOR TEACHING AND LEARNING**

The center provides resources for video conferencing, distance learning, faculty development and multimedia production. Services include seminars, workshops, individual consultation and proposal writing assistance. The center also offers a certificate in e-teaching focused on a variety of course design and multimedia resources to enhance teaching.

## **CHILD CARE**

The Krueger Child Care Center, located on campus, serves the children of employees, providing care for children from six weeks to 5 years old and summer camp for children ages 6–12. The center is open from 7 a.m. to 6 p.m. Monday through Friday year round and closed on all university holidays. Enrollment is subject to space availability. Call (414) 288-5655 for more information.

## **DENTAL INSURANCE**

Marquette offers a comprehensive dental benefit plan that includes two convenient on-campus options and a national network of dentists for preventative care, dental disease care and accidental injury.

## **EMPLOYEE ASSISTANCE PROGRAM**

EAP provides work-life services, short-term counseling, referrals and resource identification to all employees and family members living in employees' homes. Counselors are available for free, confidential support 24 hours a day, seven days a week.

## **EMPLOYEE DISCOUNTS**

On behalf of its employees, Marquette negotiates discounts for car rentals, computers and software, floral services, hotels, Internet service, and vacation spots. More information is available at [marquette.edu/purchasing](http://marquette.edu/purchasing).

## **FABER CENTER FOR IGNATIUS SPIRITUALITY**

The Faber Center is a resource for faculty and administrators who wish to explore and deepen their spiritual life and practice, articulate theological and religious beliefs and questions, and discern personal and professional paths. The center offers individual and group spiritual direction, retreats, support groups, and a variety of programs and activities.

## **FACULTY AWARDS**

*Faculty Development Awards:* These competitive awards provide tenure-track faculty with quick but modest seed dollars to enhance their careers, including stipends for publication costs or travel to conferences.

*Haggerty Award for Research Excellence:* This annual award recognizes a faculty member who has demonstrated scholarly distinction and an all-encompassing belief in excellence. The award includes a gift of \$5,000.

*Regular Research Grant:* The competitive grant provides tenure-track faculty with funding for a six-month project budget to advance a specific research project, with an average award of \$3,000 to \$4,500. Eligible expenses include equipment, supplies or services, student assistants or travel as required to conduct the research.

*Sabbatical Fellowship:* This award gives a faculty member a year of academic support at 100 percent salary, minus grant or contract offset.

*Summer Faculty Fellowship:* This competitive award provides a stipend of \$5,500. Fellows devote six summer weeks of effort to a specific scholarly project.

*Way Klingler Fellowship Awards:* Two awards — one in science and one in the humanities — are presented in alternate years. The science fellow receives \$50,000 annually for three years, and the humanities fellow receives \$20,000 annually for three years. The science recipient's funding is for research that requires higher-expense items, such as equipment, supplies and research staff. The humanities recipient can use the funding for critical research that requires time, access to information and travel.



*Way Klingler Sabbatical Fellowship:* This award gives a faculty member a year of academic support at 100 percent of salary, minus grant or contract offset, plus two months of summer pay and \$10,000 in operating expenses.

*Way Klingler Teaching Enhancement Award:* This competitive annual award is given to a team of two or more faculty to develop, implement and evaluate a specific teaching project. One award of up to \$20,000 is given to a project team for one fiscal year.

*Way Klingler Young Scholar Awards:* These competitive awards support promising young scholars in critical stages of their careers. The awards of up to \$32,000 are intended to fund \$2,000 in operating costs and cover up to 50 percent of salary to afford the recipient a one-semester sabbatical.

### **FACULTY MENTORING**

The Faculty Mentoring Program facilitates the professional development of tenure-track assistant professors. The project matches individual assistant professors with senior faculty members for confidential, interpersonally supportive relationships that are separate from performance evaluation.

### **FLEXIBLE SPENDING ACCOUNT**

Employees may participate in the Dependent Care and/or the Health Care Spending plans by designating pre-tax dollars through payroll deduction. Dollars are deposited in an account and can be drawn upon to pay for eligible dependent care and/or eligible out-of-pocket health care expenses.

### **FUNERAL LEAVE**

In the event of the death of an immediate family member, an employee is granted up to three days with pay to travel and attend a funeral.

### **HEALTH INSURANCE**

Employees can choose from several health care options. The university contributes a significant portion of the premium cost, but there is a monthly employee contribution that varies by coverage selected. Employees have access to a national network of providers. All wellness and routine care, including baby and child well care up to age 7, is covered at 100 percent. The Marquette Neighborhood Health Center, operated by the College of Nursing, offers primary health care services for infants,

children and adults. Co-pays for eligible services at MNHC — wellness and sick visits — are waived for all covered employees and dependents.

### **HOLIDAYS**

The university recognizes 11 holidays and is closed on those dates. Go to [marquette.edu/hr](http://marquette.edu/hr) for more information.

### **INSTRUCTIONAL MEDIA CENTER**

IMC supports faculty in developing media programs for classroom and research projects, including recording classroom presentations and student projects, editing and/or duplicating audio and video recordings, and converting media material into digital formats. The center has two photographers and maintains a photo archive available to faculty. The center also operates the university's satellite down-links for distance seminars, workshops and video conferences.

### **JURY DUTY**

Employees called to jury duty are compensated for the difference between jury duty pay and Marquette pay.

### **LEAVES FROM WORK**

Marquette recognizes the importance of family needs and a healthy work force.

*Family and medical leave:* Up to 12 weeks off work for medical, parental and caretaker leaves under terms of the federal/state Family and Medical Leave Acts may be taken. Paid leave is available to eligible faculty after 12 months of employment.

*Military leave:* In accordance with the Uniformed Services Employment and Reemployment Rights Act, the university provides job-protected leave for annual reserve training and active duty.

*Personal leave:* This allows an employee, with a supervisor's approval, to take unpaid time away for personal reasons up to one year.

*Sabbatical leave:* Tenured faculty members are eligible for sabbatical leave the seventh year of their continuing appointment to Marquette's full-time faculty. However, with approval, they can choose a later sabbatical class year. There is no salary reduction for a one-semester sabbatical. The net salary for a two-semester sabbatical is 50 percent of base salary.

*Extending the time period for conferral of tenure:* A tenure-track faculty member who becomes a parent (by birth or adoption) is eligible for an automatic one-year extension of time for conferral of tenure. The automatic extension may be waived at the faculty member's request.

### **LEGAL SERVICES**

Hyatt Legal Services offers employees access to legal services on a voluntary basis. This benefit can be paid for through payroll deduction.

### **LIBRARY PRIVILEGES**

All employees have access to Raynor Memorial Libraries and the Law Library. The libraries house print and online reference materials, as well as a wide variety of periodicals, historical documents and special collections.

### **LIFE INSURANCE**

Marquette provides basic coverage equal to 100 percent of an employee's annual salary, rounded to the next highest \$1,000. With the addition of the accidental death and dismemberment provision, this coverage could increase by an additional 100 percent. Employees may pay for additional optional coverage up to three times the basic coverage available.

### **LONG-TERM CARE**

The university provides access to enrollment in an optional, discounted, comprehensive long-term care program for employees, family members and retirees.

### **LONG-TERM DISABILITY**

After six months of continuous disability, income benefits may equal up to 65 percent of an employee's pre-disability income and may be payable for the duration of total disability, generally not beyond normal Social Security age. Employees must enroll for this benefit at the time of hire to be eligible without medical underwriting. Marquette contributes 50 percent, and the employee contributes 50 percent of the premium.

### **MANRESA FOR FACULTY**

The Manresa Project, originally funded by the Lilly Endowment Inc., is focused on the theological exploration of vocation. Manresa for Faculty offers workshops and seminars that focus on vocation discernment and advising. Grant funds are available to develop or enhance courses that incorporate reflections, readings and assignments to help students look more deeply at how they are called by God to use their gifts and talents.

### **OFFICE OF RESEARCH AND SPONSORED PROGRAMS**

ORSP helps faculty identify external funding opportunities and assists faculty with proposal writing. The office maintains a grant database and has training sessions and workshops about research-related topics. Individual assistance is also available.

### **PARKING**

Well-lit, paved surface or structure parking is available on campus for a competitive, pre-taxed monthly fee.

### **PERSONAL PROPERTY AND CASUALTY INSURANCE**

MetLife is a personal property and casualty insurance program available to employees on a discounted voluntary basis. Employees can enroll to receive reliable, quality insurance for car, home and other personal property and pay through payroll deduction.

### **RECREATION FACILITIES**

Employees may use the two campus recreational facilities, the Rec Center and Rec Plex, for a discounted annual membership fee.

### **RETIREE BENEFITS**

Marquette offers employees a conditional opportunity for insurance continuation and discounts upon retirement. Retirement status is defined as 55 years or older with combined age and years of full-time service equaling 70 or more. Eligible retirees pay the full premium for retiree health, dental and vision insurance up to the age of 65.

### **RETIREMENT PLAN**

Employees can contribute to a supplemental retirement plan the first day of the month after employment. After two consecutive years of service with at least 1,000 hours per year and a minimum age of 21, an employee is eligible for the Marquette matching retirement plan. Marquette contributes 8 percent of an employee's base annual salary when the employee contributes 5 percent. The two-year requirement may be waived with appropriate proof of prior service at an eligible institution.

### **RETREAT**

In keeping with its Catholic, Jesuit tradition, Marquette offers full-time faculty a retreat benefit, which enables them to take time for reflection and spiritual direction. Employees are granted up to two days of leave annually for a spiritual retreat.

### **SHORT-TERM DISABILITY**

The university offers short-term disability coverage for full-time exempt employees after one year of service. Employees accrue one short-term disability day at 100 percent pay for every full month they work. The remainder of leave is paid at 75 percent up to 130 working days.

### **SPIRIT SHOP DISCOUNTS**

Employees receive a 20 percent discount on Marquette spirit wear and sports memorabilia.

### **THEATRES, LECTURES AND CULTURAL EVENTS**

Employees receive discounts on a variety of on-campus events, including Marquette theatre productions and performances/speeches by well-known individuals and groups.

## **TUITION REMISSION**

Full-time faculty and their spouses are eligible to receive seven credit hours of free tuition at Marquette for the fall and spring terms and eight credit hours for the summer commencing with the beginning of a term after their date of hire. Graduate-level tuition remission is subject to state and federal taxes.

Eligible children of full-time faculty must be enrolled for on-campus degree-seeking study on a full-time, continual basis. Children receive full-time tuition after the employee completes five years of consecutive full-time employment. Graduate-level tuition remission is subject to state and federal taxes.

FACHEX is an undergraduate tuition remission program that allows dependents eligible for full tuition benefits at Marquette to apply for the same benefits at participating "importing" Jesuit institutions. Contact the Department of Human Resources for a list of participating colleges and universities.

## **VISION INSURANCE**

Marquette offers a comprehensive stand-alone vision plan that includes a yearly well vision exam and an allowance for lenses, frames or contact lenses. There is a national network of providers from which to choose.

## **WELLNESS PROGRAM**

The Marquette Employee Wellness Program seeks to develop a culture of health and wellness and promote healthy lifestyle choices for employees. Marquette wants its employees to take increased responsibility for their own healthy lifestyles by participating in educational programs; being aware of wellness resources; and participating in initiatives such as exercise sessions, nutritional education, health screenings and health insurance incentives.

## **WORKER'S COMPENSATION**

Employees receive income and medical protection for on-the-job injuries and/or occupational illnesses as prescribed by Wisconsin state law.





## MARQUETTE UNIVERSITY

**Be The Difference.**

This outline is subject to specific provisions of the various benefit programs and the university's policies and procedures. For details about any of the items, see the specific written policy for that item at [marquette.edu/upp/hr](http://marquette.edu/upp/hr) or contact the Human Resources Department at (414) 288-7305. Marquette University reserves the right to interpret, modify, revoke, suspend, terminate or change any or all policies, procedures, rules or benefit plans, in whole or in part, at any time with or without notice. (2010)

*Marquette University does not discriminate in any manner contrary to law or justice on the basis of race, color, gender, age, sexual orientation, religion, disability, veteran's status or national origin in its educational programs or activities, including employment and admissions. At the same time, Marquette cherishes its right and duty to seek and retain personnel who will make a positive contribution to its religious character, goals and mission in order to enhance the Catholic, Jesuit tradition.*