

HARRISBURG AREA COMMUNITY COLLEGE
BENEFIT SUMMARY
PART TIME EMPLOYEES WHO WORK 1000 HRS OR LESS/CALENDAR YEAR

- ❖ Beginning July 1, 2003, **part-time administrative and classified staff and non-teaching adjunct faculty who work 1000 hours or less in a calendar year will receive one personal day per semester.**

This leave is non-cumulative.

- ❖ You may enroll in a College-approved Supplemental Retirement Annuity.
- ❖ Entitlement to the Employee Assistance Program (EAP), a personal consultation service for staff and eligible dependents. The EAP's confidential consultation service helps with issues in family relationships, stress, and parenting, aging loved ones, marital discord and alcohol/drug abuse. Brochures are available in Whitaker Hall, Room 126 or on the Intranet.
- ❖ Use of physical education facilities and programs: fitness center, aerobic classes, swimming pool, basketball courts and racquetball.
- ❖ Use of HACC Library System that includes electronic sources, access to password for PQD Research Library and extended time limit on use of books.
- ❖ Access to training at the Instructional Technology Center.
- ❖ Training on latest software packages as they are released.

July, 2008