

1. **Can the 1 once a month paycheck that is required for employees that make over 30K be waived to allow us to keep our twice a month checks? I know there are some current UNT employees that make over that \$ amount that still get paid bi-monthly. I think those employees were on a bi-monthly and then got promoted, but continue to be paid bi-monthly.**

Answer: NO. New employees earning an annual rate of \$30,000 or less, may enroll in the semi-monthly option.. They must, however, enroll in the program during their orientation (before their first paycheck.) Additionally, employees who elect the semi-monthly option and later exceed \$30,000 per year will continue with the semi-monthly election. New employees with an annual rate over \$30,000 will be paid on a monthly basis.

2. **Is there going to be a large gap from my last check from UMA and my first check from UNT? If so how long? Especially if I am forced to go to the once a month pay check, which I definitely don't want to do. I will receive my last check from UMA on September 4th, so when will I receive my first check from UNT if I am bi monthly and if I am monthly?**

Answer: Employees paid on a semi-monthly basis receive their pay on the 15th of the month and the first working day following the end of the month. If the 15th falls on a weekend or holiday, payday will be the first workday following the weekend or holiday. Monthly paid employees receive their pay the first workday following the end of the month. Semi-monthly paid employees will receive their first paycheck on September 15th and employees paid monthly will receive their first check on October 1.

3. **What about our part time or 1/2 time employee's? I have an employee that works 30 hours a week. She receives health benefits, vacation at a reduced rate and sick time. Will those benefits be carried over?**

Answer: Employee benefits such as leave accrual, employer contributions to insurance programs, insurance benefit levels, and holidays are based on the employee's Full-Time -Equivalency (FTE). Employees less than full-time will receive leave accrual and holiday pay benefits on a prorated basis equal to their FTE. The employer contribution for health insurance is determined by your status as either a full time employee (100% FTE) or a part-time employee (50% - 99% FTE). All employee benefits will be discussed fully during the special orientation program for UMA employees.

4. **Will UMA employees be able to "buy into" the retirement system?**

Answer: The State of Texas has several retirement programs for its employees. All benefits eligible employees must participate in a retirement program. Non-faculty employees participate in the Teachers Retirement System (TRS). While employees can not "buy into" the program, under specific circumstances they may purchase additional time. These special circumstances are very limited and include out-of-state teaching time, military time and withdrawn TRS service time. All employees are also eligible to participate in the optional Tax Sheltered Annuity (TSA) program. All retirement programs will be discussed in the special orientation programs for UMA employees.

5. **How will the merging effect seniority of employees?**

Answer: Any UMA employee that has prior State of Texas service time will be given credit for their previous state service time. This service time only affects an employee's vacation leave accrual and longevity pay.

6. **Will family members be able to receive any benefits from this merger, such as discounted tuition, room & board, etc?**

Answer: UMA employees that convert to UNTHSC employees will enjoy all of the same benefits as other UNTHSC employees. The UNTHSC has a number of discount programs that its employees are eligible to benefit from. One such program relates to higher education. While we can not discount or waive tuition, UNTHSC (and other UNT components) offer a waiver of certain fees to employees and

their dependents through the President's Scholarship program. Details on eligibility for this program can be found on the Human Resource Services website at:
www.hsc.unt.edu/departments/hrs/PresScholarshipInst.pdf

7. This one has nothing to do with the merger, is there a Suggestion program in place? If so, how do we access it?

Answer: While the institution does not have a formal suggestion program, it does have an Employee Benefits and Action Committee. Employees throughout the institution elect representatives to deal with employee programs. Depending on the type of suggestion, they or your supervisor may be able to help address a suggestion.

8. If I am at a lower salary with UMA than UNT Business Office Account Rep will I be moved to the minimum salary of UNT Business Office Account Reps?

Answer: All positions within UMA will be evaluated prior to conversion to UNTHSC. We want to ensure that all positions are classified and paid appropriately based on their job requirements. Once the job studies of UMA positions are complete, all positions will be paid at least the minimum of the UNTHSC pay grade to which they are assigned. Other individuals within the same pay grade and even the same classification, or title, may have a higher pay rate because of factors such as longevity or previous merit increases.

9. If I am 29 hours benefit eligible with UMA will I be 29 hours benefit eligible with UNT?

Answer: Benefits eligibility with the State of Texas is based on a position being at least half-time (20 hours per week) and at least four and on-half months in length. Based on these criteria, you will remain benefits eligible.

10. If we choose not to take the insurance, may the money be put into a flex med plan?

Answer: If you have comparable health insurance to what the State provides, you are eligible to waive your Texas Employees Group Benefits Program (GBP) health insurance and sign up for the Health Insurance Opt-Out Credit to apply toward certain optional coverage. If you have TRICARE or Medicare, you are not eligible for the credit.

Full-time employees can use a credit of up to \$60 a month to apply toward dental and/or Voluntary Accidental Death & Dismemberment (AD&D) coverage. Part-time employees are eligible for a credit of up to \$30 per month to apply toward dental or voluntary AD&D coverage.

Additional information on the GBP can be found at: www.ers.state.tx.us

11. Can our UMA 401K plan be rolled over into the UNT plan?

Answer: Yes, the 401(k) balance can be rolled into the voluntary UNTHSC 403(b) program called a Tax Sheltered Annuity (TSA). Neither of the UNTHSC mandatory retirement plans, Teachers Retirement System (TRS) or Optional Retirement Plan (ORP) can accept rollover contributions.

12. Does the state match the 6% invested by the employee? Is it the same for salaried employees?

Answer: Individuals enrolled in TRS contribute 6.4% of gross salary and the state matches with 6.58%. Individuals enrolled in ORP contribute 6.65% of gross salary and the state matches with 6.58%.

13. Is the pay scale the same?

Answer: See question #8.

14. How long to be vested?

Answer: TRS vesting is 5 years. ORP vesting is one year and one day.

15. Can everyone choose to be paid twice a month or once a month?

Answer: See question #1.

16. How will the retirement plan benefit the older employees?

Answer: TRS is a defined benefit plan which means that individuals who complete at least five years of service and are vested become eligible for a reduced annuity payment when they reach age 55 or a full retirement annuity if they are age 65 or meet the rule of 80 (years of service + age = 80).

ORP allows eligible participants to exercise the option to manage their own retirement funds, within IRS and UNTHSC plan guidelines, through a defined contribution plan.

UNTHSC also offers two voluntary retirement savings plans, the 403(b) Tax Sheltered Annuity and the 457(b) Deferred Compensation programs, that allow employees to make additional tax sheltered toward retirement savings.

17. When will employees receive information on COBRA?

Employees will receive a packet of information from Administaff within 15 days of the end of the fiscal year (August 31, 2009) at their home address. Please make sure your home address is correct; if you have changed addresses recently, please send updated address information to Chris Moonen.

18. I have a Flexible Spending Account with UMA/Administaff. What happens to it when UMA employment terminates on 8/31/09 and can I enroll in a flexible spending account with UNTHSC?

Employees will be able to submit invoices/claims for services received prior to 8/31/09. No claims for services after 8/31/09 will be paid. If you have contributed less to the account than you have spent, you will not be required to repay Administaff. The amount you have contributed to a flexible spending account with UMA will impact the amount you may contribute with UNTHSC because the IRS determines the contribution limits for this type of account on an individual basis and not an employer basis. If you wish to enroll in a flexible spending account with UNTHSC, please contact Angelina Shelby, Victoria Zamora, or Stella Fair at 817-735-2690 and they will assist you in getting information about your maximum allowable contribution.

19. When can I expect to receive payment for unused vacation time?

Any unused vacation will be paid on September 18, 2009.