



July 10, 2018

TO: Texas A&M AgriLife Department Heads & On Campus Unit Contacts

SUBJECT: College Faculty - Open Enrollment and Insurance Premiums

We have had many questions regarding open enrollment and billing for insurance premiums for faculty. The following scenarios describe how premiums will be displayed during open enrollment and how they will be paid in FY 19.

Scenarios:

- **Less than 12-month disbursement plan/annual work period for primary job in FY 18 and FY 19** (may or may not have additional job that totals 12 months): *9-month premiums displayed in open enrollment and premiums deducted over 9 months in FY 19.* These faculty previously received a letter from the System Benefits office stating their insurance premiums in FY 19 would be deducted over 9 months.
- **12-month disbursement plan/annual work period for primary job (Vacation Accruing) in FY 18 and also in FY 19:** *12-month premiums displayed in open enrollment and premiums deducted over 12 months in FY 19*
- **12-month disbursement plan/annual work period for primary job (Vacation Accruing) in FY 18 and less than 12-month disbursement plan & annual work period in FY 19** (may or may not have additional job that totals 12 months):

12-month premiums displayed in open enrollment and premiums deducted over 9 months in FY 19. Faculty members who transition from 12 month/vacation accruing to less than 12 month/non-vacation accruing will pay premiums over 9 months rather than 12. In August after the faculty vacation accrual request process has been completed, faculty who will no longer accrue vacation will be notified that their insurance premiums will be paid over 9 months.

For questions, please contact: Human Resources at (979) 845-2423