

Bowling Green State University
BG@100 Information Item
ESC Submission: March 28, 2005



Identification Information:

<i>Reference Number</i>	HCM-028
<i>Functional Area</i>	Benefits/Payroll
<i>Title</i>	Life Insurance Coverage Date

Background Information:

Currently, life insurance coverage starts the first day of work or the first date of the contract. Administrative staff and Faculty pay the premium for their life insurance coverage over \$50,000. The deduction is taken if their start date is early in the month before payroll runs. However, if the start date is after payroll runs (the 15th of each month) deductions for that month's coverage for life insurance have not been taken. In order to take the deduction, manual processing is required to set up a double deduction in the next month.

Information Item:

For consistency and automation, effective July 1, 2005, coverage for life insurance will begin the first of the month following hire, which corresponds to the health care coverage policy as well.