



**Part-time Faculty Members  
Requirements for Benefits Eligibility**

The Faculty Contract Agreement defines the eligibility requirements for part-time faculty members for the following benefits:

- Medical and Dental Insurance**
- Life and Disability Insurance**
- Healthcare Flexible Spending Account (FSA)**
- Health Savings Account (HSA)—with high deductible medical plan**
- Berklee Matching Contributions to 403(b) Retirement**

**Requirements for Eligibility**

Part-time faculty are eligible the September immediately after teaching at least 500 teaching units in aggregate over the past 2 consecutive academic years (September–August, including 12-week) *or* if they have a 3-year employment contract.

The Academic Affairs Office monitors part-time faculty members’ teaching load history, and updates the Office of Human Resources on their benefits eligibility.

Aggregate Number of Units Taught over Past 2 Consecutive Academic Years  <i>or</i>  Contract Length	Eligible for Coverage	Berklee Contribution to Medical and Dental Insurance
fewer than 500 units	No	N/A
500 units–809 units	Yes	“Level A”  Berklee pays 65 % of cost of coverage for faculty member, only. Faculty member pays 35% of cost for self and 100% of cost for covered family members, if any.
810 units or more	Yes	“Level B”  Berklee pays 65% of cost of coverage for faculty <i>and</i> covered family members. Faculty member pays the remaining 35%. [Same as Berklee contribution for full-time faculty.]
3-year contract	Yes	[Same as Berklee contribution for full-time faculty.]