



College of The Albemarle Policy

Policy Number: 3.2.1

Pages: 1 of 1

Title: Human Resources Benefits

Related Policy and Procedures: Procedure 3.2.1.1 Benefits Overview; Procedure 3.2.1.2 ACA Measurements Periods

Division of Responsibility: Human Resources

The College of The Albemarle shall make available a comprehensive benefit package to all full-time employees (see Policy 3.1.3 Employment Classifications and Working Hours) or other employees as required by law.

The College reserves the right to amend or terminate any benefit plan at any time or require or alter the amount of employee premium contributions. Master Plan contracts or documents will be maintained by the director of human resources. In the event of a contradiction of information in communications such as memorandum, brochures, or summary plan documents, the contract, or master plan document shall govern.

June 13, 2023

November 20, 2024

N/A

Date Approved by Board of Trustees

Date of Last Review

Date of Last Revision