

MSU Billings Personnel Policies

POLICY: Overtime and Compensatory Time – Non-Exempt Employees

POLICY NO.: 403.2

REFERENCES: MUS 708.1, 708.1.1; MOM 3-0210; 39-3-405, 406, M.C.A.; FLSA; 29 U.S.C. 201, et seq.; CFR Title 29, Chapter V, Collective Bargaining Agreements

DATE ADOPTED/REVISED: 10/08/08

Non-exempt employees are individuals covered by the Federal Fair Labor Standards Act and are entitled to overtime pay or compensatory time in specified situations. Non-exempt status is determined by the Director of Human Resources and is based on assigned duties and responsibilities.

Overtime is paid and compensatory time is accrued in accordance with the Fair Labor Standard Act, Montana State Law, collective bargaining agreement provisions and Montana State Policies adopted by the MUS Board of Regents.