

D.5.1 (Policy) Employee Compensation and Exempt/Non-Exempt Status

Responsible Department: Human Resources

Board Adoption: 4-28-09

Last Board Action: 4-28-09

Last Amended: 11-10-16

Reviewed: 5-23-17

Compensation for all employees shall be administered consistently and fairly within the respective pay plans, (i.e., faculty and other staff) throughout the College District.

Classification of Employees

The College District complies with all federal, state and local regulations in its compensation policies. The College District complies with the Fair Labor Standards Act (FLSA), Equal Pay Act, Title VII of the Civil Rights Act, and applicable state law in the administration of compensation procedures.

Exempt employees are compensated on a salary basis, which covers all hours worked for their employment period, and are not entitled to overtime compensation.

Non-exempt employees may be compensated on an hourly basis or on a salary basis, and are compensated for overtime in accordance with federal regulations.

For non-exempt employees, overtime pay is earned for hours worked over forty (40) during their regularly scheduled workweek. There is no extra pay for employees scheduled to work Saturdays or Sundays as part of their workweek, unless they work more than forty hours in a workweek.

Procedure [D.5.1.1](#) Employee Compensation and Exempt/Non-Exempt Status

Legal Reference - TACC Policy Reference Manual

DE(LEGAL) - Compensation and Benefits

DEA(LEGAL) - Compensation and Benefits: Salaries and Wages