

APPENDIX VI

3358:11-5-13 Exempt and non-exempt employment policy.

- A. Purpose: Employment positions at Owens ~~Community College~~ community college will be classified as distinguished between exempt positions and or non-exempt positions based on the provisions of the Fair Labor Standards Act of 1938, as amended.
- ~~B. Exempt positions at Owens community college shall include all positions identified as "Administrative" on the college's salary structure, as well as all positions classified in pay grades 11 and above on the "Professional" salary schedule. Secretaries and administrative assistants to positions that are classified as exempt shall also be considered exempt for purposes of this policy.~~
- ~~C. Any position at the college which has not been designated as "exempt" under section B shall be designated as "non-exempt" for purposes of this policy.~~
- ~~D.B. The Vice President of Human Resources is authorized to implement administrative guidelines consistent with this policy. The vice president of human resources shall be responsible for the review of all positions and appropriate classification to ensure compliance with the Fair Labor Standards Act of 1938, as amended.~~

Effective date: \_\_\_\_\_ December 29, 2003

Daniel R. Hauenstein \_\_\_\_\_  
Certification

December 16, 2003 \_\_\_\_\_  
Date

Promulgated under: \_\_\_\_\_ RC Sec 111.15  
Statutory authority: \_\_\_\_\_ RC Sec 3358.08  
Rule amplifies: \_\_\_\_\_ RC Sec 3358.08  
Prior effective dates: —

Effective date:        XX/XX/XXXX

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Certification

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Date

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