



# **Welcome to HR Partners!**

## **June 21, 2016**

# Agenda

- **Handguns on Campus**
- **Department of Labor Updates**
- **Announcements & Deadlines**
- **Spin the Wheel!**



# HANDGUNS ON CAMPUS

**Bruce Harber**

**Assistant Vice President, Administration  
& Chief of Police**

# Legislative Update: Handguns on Campus

**July 1, 2016**

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- **In vehicles: All employees, general public, and students**
- **On campus:**
  - **Full-time employees with valid carry permits**
  - **Only on the campus where employed**
  - **Weapon(s) must be concealed and “on or about the body.”**
  - **Must register with UofM Police (confidential) + MPD, SCSO, CPD...**
  - **Voluntary training (firearm safety, actions when police arrive)**
  - **Personally liable; no workman’s comp for injuries**
  - **Cannot carry**
    - **In stadiums, gymnasiums, and auditoriums during school-sponsored events**
    - **In meetings regarding disciplinary matters/tenure issues**
    - **In offices where medical or mental health are the primary services**
    - **If enrolled as a student**

# QUESTIONS



# COMMENTS

# DISCUSSION



# **Department of Labor Updates**

**Iliana Ricelli**

**Senior Director, Human Resources**

## FLSA and DOL



- The Fair Labor Standards Act (FLSA) is a federal law that governs whether employees receive overtime pay
- The Department of Labor (DOL) is responsible for ensuring compliance with the FLSA
- In 2014, President Obama tasked the DOL with updating the FLSA regulations
- In July 2015, the proposed regulations outlined the changes. The primary change was raising the salary threshold that is used to determine who is eligible for overtime pay

## DOL Changes and How They Impact UofM



- The changes in the DOL regulations have been approved; the exempt salary increased from \$455/week (\$23,660/year) to \$913/week (\$47,476/year)
- Approximately 400+ UofM employees will be affected
- The regulations require an automatic updating of the salary level every three years starting in 2020 (estimated to be \$51,168/yr.)
- New regulations are to be implemented by December 1, 2016



## DOL Changes and How They Impact UofM



- There are two (2) “tests” that are required to determine if someone is exempt from overtime pay
- Test #1=Salary Test. The employee must earn at least \$913/week or \$47,476/year

## DOL Changes and How They Impact UofM



- Test #2=Duties Test. The employee's primary duty must be administrative, executive, or professional (definitions are provided for employers to assess) as outlined on the position description
- Once HR determines the job meets both tests, the position is classified as EXEMPT (Monthly) and becomes ineligible for overtime pay

## DOL Changes and How They Impact UofM



- Employees currently classified as EXEMPT (Monthly) but earning less than \$47,476/year will be converted to NON-EXEMPT (Biweekly) and will be required to track hours and be eligible to receive overtime pay
- Employees in the teaching profession will remain exempt (regardless of salary) as long as their primary duty is teaching
- Special provision for academic administrative employees exists, if paid at least equal to the entrance salary for teachers (faculty)

# Critical Positions Impacted by DOL Changes



- Admissions Counselors, Athletic Coaches, Development Officers (others with frequent travel)
- Residence Life Advisors (Room and Board is not factored in as part of compensation)
- Research Scientists/Research Faculty/Administrative Faculty (Since their primary function is NOT teaching, they must meet the new Salary Test)
- Post Docs
- Others (HR still reviewing)

## Next Steps



- Review all employees classified as EXEMPT but earning less than \$47,476
- Evaluate all position descriptions to ensure they pass the DOL Duties Test
- Make changes to the HR/Payroll system (Banner) to convert current Exempt employees to Non-exempt

## Next Steps



- Determine if there are functions or policies that limit what duties non-exempt employees can perform (such as serve as a financial designee)
- Determine what changes will impact these positions (leave accruals, overtime compensation, benefits, etc.) to advise affected employees once regulations are finalized
- Communicate all changes to department heads and hiring managers so they are aware of which employees will be impacted by the changes



QUESTIONS?

# **Announcements & Deadlines**



# Announcements & Deadlines

- **Campus Shred Day**

**July 13, 2016**

**NO BINDERS!**

**Secure, on-site shredding guaranteed!**

**UNIVERSITY PERSONNEL ONLY**

- **Main Campus (between Admin & UC):**

**9am-12pm**

- **Park Avenue Campus (South End of Building 45):**

**1pm-3pm**

# Announcements & Deadlines

- **Banner Navigation Training**  
**Tuesday, June 28th**  
**10am, AD 178**

# Announcements & Deadlines

- **Career Milestone Awards  
(Formerly known as Staff Service Awards)**

**Wednesday, November 2, 2016**

**10:30 am**

**UC Ballroom**



**THANK YOU!**

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