

## **CLASSIFICATIONS OF EMPLOYMENT**

For purposes of salary administration and eligibility for overtime payments and employee benefits, Langston University classifies its employees as follows:

### **Classifications of Employment**

Executive Employees (Exempt)—are those with the title of: President, Vice President, Associate Vice President and Assistant Vice President. They have supervision over the Divisions and/or a major component of the University structure. These employees are not eligible for overtime payment.

Administrative Employees (Exempt)—are those employees who perform professional, managerial and/or supervisory duties for which academic preparation, or the equivalent to the university degree-level, is generally required. These employees are not eligible for overtime payment.

Professional (Exempt) Employees—are those employees who perform duties requiring at least a Bachelor's degree, are paid at least \$23,660.00 annually, and who are exempt from the provisions of the Federal Wage and Hour Law. These employees are not eligible for overtime payment.

Non-Exempt Staff Employees—are those employees who perform duties that support the administrative, academic and physical operations of the University and the position does not require a degree. This classification includes all hourly paid personnel who are not exempt from the provisions of the Federal Wage and Hour Law. These employees are eligible for overtime payment or compensatory time off.

Faculty Employees—are employees who engage in teaching, scholarly research, and other academic activities and have academic rank. They are appointed by the President. These employees are not eligible for overtime payment.