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| Policy title Overtime | Category Human Resources |
| Owner Human Resources | Approved by Board of Governors |

Policy statement

Overtime policy for nonexempt employees:

- Nonexempt employees are subject to the Fair Labor Standards Act. Nonexempt employees receive overtime pay (1 1/2 times regular hourly wage) for hours worked in excess of forty work hours in any work week.
- Overtime work must be authorized in advance by the immediate supervisor.
- The University standard work week is from 12:01 a.m. Sunday through Saturday at midnight.

Questions about this policy and implementation procedures should be referred to the Human Resources Office.