

To: Deans, Directors and Department Heads
From: University Human Resources
Subject: Update on Fair Labor Standards Act (FLSA) Changes

The University FLSA committee is nearing final implementation of the Department of Labor's (DOL) modifications to the overtime exemptions that will become effective on December 1, 2016. Because a significant portion of the impacted employees are academic employees, it is necessary to modify the Notification of Appointment (NOA) to include language related to FLSA provisions.

All future NOAs for academic employees who continue to be exempt and academic employees who change from non-exempt to exempt from overtime (salaried, exempt) will include language indicating the employee is exempt from FLSA provisions and thus not eligible for overtime pay. For those academic employees who are eligible for over-time (salaried, non-exempt), language will be added to their NOA indicating they are eligible for overtime at one and one-half times the regular rate of pay for hours worked over 40 in a week.

Employees moving from FLSA exempt to salaried non-exempt with the December 1 FLSA implementation will receive a new NOA in the next few weeks.

Additional information can be found at the following:

- University Human Resources: <https://www.hr.uillinois.edu/cms/One.aspx?portalId=4292&pageId=5698>
- Urbana-Champaign Human Resources: <https://go.illinois.edu/flsa>
- Chicago Human Resources: <https://www.hr.uic.edu/hiring/flsa/>
- Springfield Human Resources: <http://www.uis.edu/humanresources/policies/policies/>

If you have any questions, please contact your appropriate Human Resources office:

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