



Position Description Changes

Updated // December 19, 2024

Position Description Changes Decision Tree

This decision tree should be used to determine the appropriate action to take when an employee's duties evolve over time or need to be updated on a temporary basis.



* Changes in official titles that lead to changes in FLSA status will not change employment classification. Employee should be directed to <https://hr.wisc.edu/flsa/> for resources on impact of change in FLSA status.

