

# University Staff Moving from Nonexempt to Exempt: Changes You Can Expect



The Fair Labor Standards Act (FLSA) is a federal law through the Department of Labor. The law determines which jobs are covered by the act (“nonexempt”) and which jobs are not covered (“exempt”). Every UW–Madison employee who is subject to the FLSA has an exempt or non–exempt status based on all job responsibilities performed for the university. This table provides information about changes that will occur when there is a change in your exemption status.

Payroll				
Pay periods	<b>No Change</b>			
	26 biweekly pay periods for all University Staff (nonexempt and exempt).			
Overtime	<b>Change</b>			
	Exempt staff are <u>not</u> subject to the overtime pay or compensatory time off provisions.			
Direct deposit	<b>No Change</b>			
General deductions	<b>No Change</b>			
Tax deductions	<b>No Change</b>			
Garnishments	<b>No Change</b>			
Paid Leave				
Compensatory time	<b>Change</b>			
	Exempt staff are not eligible for compensatory (“comp”) time.			
Leave reporting	<b>Change</b>			
	Exempt University Staff report leave in half or whole day increments. Nonexempt University Staff report leave in 15-minute increments.			
Earned vacation	<b>Change</b>			
	<b>Nonexempt</b>		<b>Exempt</b>	
	First 5 years	104 hours	First 5 years	120 hours
	5 – 10 years	144 hours	5 – 10 years	160 hours
	10 – 15 years	160 hours	10 – 15 years	176 hours
	15 – 20 years	184 hours	15 – 20 years	200 hours
	20 – 25 years	200 hours	20+ years	216 hours
25+ years	216 hours			
Vacation carryover	<b>No Change</b>			
Vacation banking	<b>Change</b>			
	<b>Nonexempt</b>		<b>Exempt</b>	
	First 10 years	0 hours	First 5 years	0 hours
	10 – 20 years	40 hours	5 – 15 years	40 hours
	20 – 25 years	80 hours	15 – 20 years	80 hours
25+ years	120 hours	20+ years	120 hours	

Vacation cash payout	<b>No Change</b>
Legal holidays observed	<b>No Change</b>
Personal holidays	<b>No Change</b>
Sick leave	<b>No Change</b>
<b>Flex Spending &amp; Health Savings</b>	
Flex Spending Account (FSA) Dependent Care	<b>No Changes</b>
FSA Health Care	
Health Savings Account (HSA)	
<b>Insurance</b>	
Benefits deductions	<b>No Change</b> No action needed. Your benefits will not change. Your deductions will be automatically adjusted for you.
Health	<b>No Changes</b> Includes State Group Health; Accidental Death and Dismemberment; Supplemental Dental and Preventive Dental; DeltaVision; Individual & Family Group Life; UW Employee Inc. Life Insurance
State Group Life	<b>No Changes</b>
Income Continuation	
<b>Retirement</b>	
Wisconsin Retirement System (WRS)	<b>No Changes</b>
WRS creditable service	
WRS contributions	
<b>Optional Savings Plans</b>	
Tax Sheltered Annuity (TSA)	<b>No Changes</b>
Wisconsin Deferred Compensation (WDC)	
<b>Other</b>	
Layoff / nonrenewal	<b>No Changes</b>
Job security	
Appeal process	

For more information, visit the webpage at [hr.wisc.edu/flsa](http://hr.wisc.edu/flsa).