

HAYWOOD COMMUNITY COLLEGE	HUMAN RESOURCES COMPENSATORY TIME	Policy No. 3.1.4
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Compensatory time will be granted to a full-time, non-curriculum, non-exempt employee under the provisions of the Fair Labor Standards Act. Non-exempt employees who are required by their supervisor to work beyond the normal work day, will earn compensatory time if time worked exceeds 40 hours during their designated work week. When an employee is required to work hours in excess of 40 hours in a work week, they will be granted compensatory time on a one and one-half time basis (except if otherwise stated in the accompanying procedure).

The President is hereby authorized to develop procedures to implement this Policy.

Adopted: 02-06-2017
Citation Update 09-23-2021
Revised: 09-06-2022
Cross Reference: Procedures 3.1.3.3 – Full and Part-Time, Non-Curriculum Working Hours
Legal Reference: 1C SBCCC 200.94; Fair Labor Standards Act (29 U.S.C. 201, *et seq.*)
{CS: 00038737.DOCX}