

FLSA Implementation Timeline

Preliminary review of positions affected by new federal rule

Impact notification to USM; coordination w/Budget Office

Distributed list of employees under \$47,476 to VPs and Deans

Requested time on the agenda of the PSS and NESS to discuss FLSA (4/21/2016)

Announced proposed FLSA changes to NESS and University Steering Committee (5/13/2016)

Official announcement from DOL with final FLSA minimum of \$47,476 (5/18/2016)

March - May

HR Impact Review with post-merit salaries

President's Council Update (7/6/2016)

Create and update FLSA FAQ's (7/31/2016); on-going

President Communication to campus community (8/4/2016)

PSS Update (8/11/2016)

Begin Implementation strategy meetings with department heads (8/15/2016)

Update to CSEC (8/15/2016)

June - August

USM leave accrual decision

Update to new members of Steering Committee

Options for small group meetings (campus Brown Bag)

PSS Update (9/8/2016)

Res Life Community Directors (9/13/2016)

HR Implementation Strategy Meetings with departments (on-going)

HR monitor for legislative updates

HR Finalize position review
Initial notification to affected employees

Training for affected employees and supervisors

September -
October

PSS Update

Final notification to affected employees

Timekeeping and collective bargaining training for affected employees and supervisors

HR preparation for update of PS system

**DECEMBER 1, 2016
IMPLEMENTATION**

HR post-implementation follow-up with employees and supervisors (on-going)

November -
December