

# HR Source

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## UPCOMING TRAININGS

Emotional Intelligence  
10/11/2016 1:30-3:00pm

Staff Recruitment:  
Outreach and Advertising  
10/12/2016 9:00-10:30am

Understanding Conflict  
10/26/2016 9:00-11:30am

## October PAYDAYS

Friday, October 7  
Tuesday, October 25

Human Resource Services  
PO Box 641014  
Pullman, WA 99164-1014  
(509) 335-4521  
[hrs@wsu.edu](mailto:hrs@wsu.edu)



## Quarter Century Club Event



Quarter Century Club Honorees in 2015

Washington State University will host the 83<sup>rd</sup> Annual Quarter Century Club Breakfast on November 2, 2016. The Quarter Century Club is WSU's longest running employee recognition program, having been active since 1934. Each year the Quarter Century Club hosts a recognition event to honor faculty and staff who have reached the impressive milestone of 25 years of service to Washington State University. This year, 70 employees reaching their 25 year milestone with WSU will be recognized at the breakfast.



# Inclement Weather

As winter weather approaches, faculty and staff are encouraged to be aware of personnel processes during times of inclement weather and/or periods of suspended operations.

Information is available on the Human Resource Services website providing links to policies, procedures, and resources: <http://hrs.wsu.edu/resources/inclement-weather/>

### Other useful websites include:

Inclement Weather FAQs: <http://hrs.wsu.edu/resources/inclement-weather/inclement-weather-faq/>

Suspended Operations FAQs: <http://hrs.wsu.edu/resources/inclement-weather/suspended-operations-faq/>

Campus Alert information (including links for each campus): <https://alert.wsu.edu/>

Facilities Services winter snow removal information: <http://facilitieservices.wsu.edu/SnowRemoval.aspx>

Please contact Human Resource Services at 509-335-4521 or [hrs@wsu.edu](mailto:hrs@wsu.edu) for additional information or if you have further questions.

## October Featured Book

### **Overworked and Overwhelmed: [The Mindfulness Alternative]**

Providing practical insights for the executive, manager or professional who feels like their RPM is maxed out in the red zone, this book offers actionable hope for today's overworked and overwhelmed professional by making the concepts and practices of mindfulness simple, practical and applicable.

To access the book click [HERE!](#)

# Fair Labor Standards Act Update Reminder

Upcoming Department of Labor changes in rules regulating overtime are effective December 1, 2016.

On May 18, 2016, the Department of Labor (DOL) announced upcoming changes to the Fair Labor Standards Act (FLSA) regulations impacting overtime pay eligibility. The announced changes will be effective December 1, 2016.

In general, the changes to the FLSA will impact overtime eligibility. Currently, employees who are paid on a salary basis, earn at least \$455

per week and meet the "Primary Duties" test, as defined by the DOL, are ineligible for overtime pay. Based on the recent announcement, the weekly earnings will increase to \$913 per week beginning December 1, 2016. The other requirements remain the same.

There are currently other special FLSA guidelines that deem those who predominately perform teaching duties, certain computer-related occupations, and outside sales positions ineligible for overtime. These guidelines do not

require employees meet a specified weekly salary amount. There are no changes to those exemptions at this time.

HRS is working with colleges and other areas to implement the changes. Those employees who were previously overtime ineligible and will become overtime eligible as a result of the salary test change will be notified in early November.

Please check out the following [FLSA Salary Test information including FAQs](#) or you may contact HRS at 509-335-4521.



**Coffee & Conversation**  
with HRS

Theresa Elliot-Cheslek, Associate Vice President and Chief Human Resource Officer, is visiting the following campuses to meet with Faculty and Staff:

**Friday, October 21**

Spokane – SAC 525P

Individual Meetings – 1:00-2:30pm\*

Coffee & Conversation – 2:30-4:00pm

**Thursday, November 17**

Vancouver – MMC 202Q

Individual Meetings – 1:00-2:30pm\*

Coffee & Conversation – 2:30-4:00pm

**Friday, December 2**

Tri-Cities – West Building W247

Individual Meetings – 1:00-2:30pm\*

Coffee & Conversation – 2:30-4:00pm

\*To schedule an individual meeting with Theresa, please contact Joanne Heckel at [joanne.Heckel@wsu.edu](mailto:joanne.Heckel@wsu.edu) or 509-335-3031