



Institutional Classified Pay Plan

Purpose

The purpose of this policy is to establish an institutional classified pay plan for Stephen F. Austin State University in accordance with The University of Texas System Board of Regents' Rules and Regulations Rule 30101, Classified Personnel Pay Plan and UTS133, Classified Pay Plan.

Persons Affected

This policy applies to all classified employees of Stephen F. Austin State University (SFASU).

Definitions

Classified Position: Positions that do not entail significant instructional responsibilities or responsibilities for the administration of instructional or research organization, with similar qualifications, requirements and level of responsibility that are grouped together in occupational job families which, when organized hierarchically, create a classified pay plan structure.

Classified Pay Plan: SFASU's structure for classifying positions into occupational families, which provides a framework for the assignment of job titles, job class codes, Fair Labor Standards Act (FLSA) categories, Equal Employment Opportunity (EEO) Codes, salary grades and ranges.

Policy

SFASU, through its Office of Human Resources, will maintain an institutional classified pay plan as required by Regents' Rules and Regulations, Rule 30101, Classified Personnel Pay Plan, and defined by UTS133, Classified Pay Plan. SFASU's Classified Pay Plan will include all required elements set forth in Section 4 of UTS133, Classified Pay Plan, and the pay plan will be made available on SFASU's website.

Procedures

None.

Related Statutes or Regulations, Rules, Policies, or Standards

Fair Labor Standards Act, 29 U.S.C. § 201 et. seq.

Regents' *Rules and Regulations*, Rule 30101, Classified Personnel Pay Plan

UTS 133 Classified Pay Plan

Responsible Executive



**STEPHEN F. AUSTIN
STATE UNIVERSITY**

Handbook of
Operating Procedures

Policy Number: 03-405
Last Revised: N/A

Vice President for Finance and Administration

Forms

Not applicable

Revision History

September 1, 2023 (original)