



IMPORTANT DATES

- 10/31/16:** Open Enrollment Closes
- 12/1/16-3/1/17:** Midyear Review Period
- 12/9/16:** Board of Supervisors Meeting
- 01/20/17:** Board of Supervisors Meeting
- 03/17/17:** Board of Supervisors Meeting

MASTER PLAN UPDATE

The NBBJ master planning team was on campus September 13-16 to present preliminary master plan options to LSU student, faculty, staff, and administrators, based on information gathering and feedback from previous meetings and open houses with key internal and external stakeholders. The presentation can be viewed on the master plan website: <https://masterplansu.com/documents>

Approximately 20 meetings were conducted, during which the NBBJ team shared an array of planning strategies that test various options related to land use, building use, academic space defragmentation, program distribution and adjacencies, renovation versus new construction, supporting infrastructure needs, mobility options, exterior campus enhancements, landscape strategies and campus life initiatives. To solicit broader input, the campus community was also invited to share their thoughts on the strategies at an Open House at the Union and a master planning table set up at Fall Fest.

During this visit, members of the NBBJ team also collected parking data at various times of the day for the entire campus. This data is critical to understanding existing campus parking utilization and will be the basis for proposed mobility strategies.

The NBBJ master planning team is currently refining the master planning strategies based on feedback received during the September meetings and the finalization of projected needs. At the end of October, the NBBJ team will share the refined options with LSU’s Master Plan Support & Facilitation Committee in a design workshop. An evaluation matrix and prioritized criteria comparing the refined options will also be discussed.

HUMAN RESOURCE MANAGEMENT

- ◆ **Annual Enrollment**—Annual Enrollment for Health, Flexible Spending Accounts and Supplemental Benefits ends October 31. All changes made during the annual enrollment period will be effective January 1, 2017.
- ◆ **Mandatory Annual Training** must be completed by December 31, 2016.
 - ◇ **The Louisiana Code of Governmental Ethics** - In response to Louisiana Revised Statute 42:1170, all public employees are required to complete one hour of training on the Code of Governmental Ethics. [Click Here](#) for the online training course.
 - ◇ **Preventing Sexual Misconduct** - This new training combines the mandatory Sexual Harassment and Title IX courses into 1 course. [Click here](#) to take this course. Click Yes to self-enroll in this Community Moodle course.

IMPACT OF FLSA: FAIR LABOR STANDARDS ACT

As a result of the 2016 changes to FLSA or *Fair Labor Standards Act*, on December 1, 2016, a new overtime rule is set to go into effect. This new rule will require employers to **pay overtime to professional employees making less than or \$913 per week or \$47,476 annually for a full-time worker**. Certain employee groups, who are covered under Department of Labor exemptions provided for groups such as teachers, IT professionals, and medical personnel, are exempt from this new overtime rule.

Based on the new federal FLSA regulations, LSU is required to reclassify employees making less than or \$913 per week or \$47,476 annually from exempt to nonexempt status which affects your department in a few key ways:

1. Affected employees will go to a biweekly pay cycle and have their base salary converted to an hourly rate. Affected employees will be required to enter their time in Workday to get paid. Timely manager approval in Workday is required in order for the employee to get paid.
2. Affected employees will be paid 1.5 times their regular hourly rate for time worked in excess of 40 hours in an assigned and contiguous workweek.
3. Each department is responsible for the financing of their overtime or compensatory time from their regular budget. Departments should account for their annual overtime needs within the annual budget construction process.
4. Departments **must** establish and inform each employee in writing who is being paid an annual base salary under \$47,476 of his or her regular work hours, work schedule, and hourly rate by **November 1st, 2016.**

MANAGING OVERTIME: DEPARTMENTAL CHOICES

- ◆ Departments may choose to increase salaries for positions currently below the threshold; however, those positions that pay more than \$47,476 annually will still need to pass the Department of Labor Tests for consideration as exempt from overtime.
- ◆ Departments can also manage overtime costs by offering compensatory time provided that certain criteria is met. Offering compensatory time in lieu of overtime pay must be agreed upon in writing prior to the work being performed.
- ◆ Departments can manage overtime costs by modifying workloads, adjusting schedules or spreading work hours.

For additional information and resources
[CLICK HERE.](#)

NICHOLSON GATEWAY UPDATE

Construction is set to begin on the new development with student residential space and student-centric retail space by the end of the year. For additional information on the project please visit:
www.nicholsongateway.com.

REMINDER

Email any information, potential topics or suggestions for the next newsletter to Ashley Territo at aterrito@lsu.edu.



Don't Forget To...

GEAUX CLEAR

A SAFER, FASTER FAN EXPERIENCE

LSU's "clear bag" policy will be in effect for all athletics venues and is aimed to speed up gate entries and enhance fan safety.



CLUTCH PURSE
No larger than 4½" x 6½"



CLEAR TOTE
Plastic, Vinyl, or PVC
and no larger than
12" x 6" x 12"



PLASTIC ZIP TOP BAG
No larger than
1 Gallon • Re-Sealable • Clear