



**INTRODUCTION TO THE FAIR LABOR STANDARDS ACT  
JANUARY 16 – 17, 2024**

**Diane M. Juffras  
School of Government  
University of North Carolina at Chapel Hill**

**Tuesday, January 16**

- 1:00 – 1:30** Introduction to the FLSA, Overtime and Comp Time
- 1:30 – 2:00** Determining Exempt Status: The (Easy) Executive Duties Test
- 2:00 – 2:15** Break
- 2:15 – 3:00** Determining Exempt Status: The (Harder) Administrative Duties Test
- 3:00 – 3:15** Determining Exempt Status: The Academic Administrative Test
- 3:15 – 3:30** Break
- 3:30 – 4:15** Breakout Groups: Problems in the Executive and Administrative Duties Tests
- 4:15 – 5:00** Plenary Session: Problems in the Executive and Administrative Duties Tests

**Wednesday, January 17**

- 9:00 – 9:30** Determining Exempt Status: The Many Professional Duties Tests
- 9:30 – 10:00** Exercises in the Professional Duties Tests
- 10:00 – 10:15** Break
- 10:15 – 11:30** Compensable Time: Hours Worked, On-Call Time, Meal Periods and Travel Time
- 11:30 – 11:45** Break
- 11:45 – 12:15** Overtime: The Basic Rule and Public Safety Exceptions
- 12:15 – 1:00** Introduction to the Regular Rate
- 1:00** Adjourn