

# Exempt Employees Defined

## Employees – Exempt Employee Code

### CWU Policy 305-05

**Effective:** September 5, 2012

**Policy Review Date:** YEAR

**Policy Executive:** Senior Vice President – Finance and Administration

**Responsible Office/Unit:** Human Resources

#### Policy Statement:

#### Applicability:

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#### Content:

Policy

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- (1) As used in this code, the term exempt employees shall mean individuals appointed by the university to positions which are exempt from civil service regulations and who are engaged in administration, professional services or a combination of administration and instruction requiring professional training and experience except academic department chairpersons pursuant to RCW 41.06.070 (2) (a) (b).

#### History:

*EEAGB: 4/7/08; BOT: 6/6/08; BOT: 2/09; BOT: 6/09; Responsibility: CFO/BFA; Authority: President's Office; Reviewed/Endorsed Cabinet/PAC; Review/Effective Date: 9-5-12; Approved by: James L. Gaudino, President Reformatted and Assigned new Policy Number - Previous Policy CWUP 6-20-020, June 2025*