

LOUISIANA STATE UNIVERSITY AGRICULTURAL CENTER

Effective Date: October 21, 2009

AG CENTER PS-35
Revision 2

STUDENT WAGE GUIDELINES

Purpose

The LSU AgCenter employs numerous students on a part-time basis to assist in conducting the mission and programs of the AgCenter. These students provide important assistance and increase the efficiency and productivity of AgCenter employees. The purpose of this policy statement is to establish guidelines for payment of students employed by the AgCenter.

General Policy

The following guidelines are for the use of LSU AgCenter units in establishing student wage rates. Due to diversity of experience, training, and responsibilities of student employees, it is

appropriate to establish guidelines for their payment. These guidelines are intended to allow pay rates to be appropriate and competitive for the experience, special skills, and job responsibilities that are unique to each position. It shall be the responsibility of the unit head to ensure proper administration of these guidelines. Any unit head can impose more restrictive pay rates as long as those levels do not violate federal or state minimum wage laws. *Pay rates are always subject to funds available and federally-established minimum wage rates and must be consistent with EEO principles.*

Exceptions to these guidelines may be approved in writing by the chancellor or the appropriate vice chancellor based on justified reasons.

Guidelines for Pay of AgCenter Student Employees		
Category	Range	Comments
High School	Up to 30% over minimum wage at the discretion of employer. Up to 40% over minimum wage with approval of unit head.	Pay above minimum wage should be justified based on the following: 1. Years of employment. 2. Skill level. 3. Physical demands or hazards.
Under-graduate	Up to 50% over minimum wage at the discretion of employer. Up to 60% over minimum wage with approval of unit head.	Pay above minimum wage should be justified based on the following: 1. Years of employment by Ag Center. 2. Specialized skills/expertise in relation to duties being performed. 3. Physical demands or hazards. 4. Degree of independence and decision-making required.
Graduate	Up to 70% over minimum wage at the discretion of employer. Up to 100% over minimum wage with approval of unit head.	Pay above minimum wage should be based on the following: 1. Years of employment by Ag Center. 2. Specialized skills/expertise in relation to duties being performed. 3. Physical demands or hazards. 4. Degree of independence and decision-making required.
<p align="center">Merit Increases and Other Considerations</p> <p>New employees should be hired at a rate that reflects their educational level, experience, and value in the position. This rate will normally be lower than the maximum allowed so that future merit increases can be given as appropriate. Student pay levels within a unit should be monitored by the unit head in order to insure they are equitable and appropriate.</p>		

APPLICATION OF PS-35 AS OF July 24, 2009

Current federal minimum wage = \$7.25/hour

Category	Minimum Rate	Maximum Rate	Maximum Rate With Unit Head Approval
High School	\$7.25/hour	\$9.43 <i>Minimum + 30%</i>	\$10.15 <i>Minimum + 40%</i>
Undergraduate	\$7.25/hour	\$10.88 <i>Minimum + 50%</i>	\$11.60 <i>Minimum + 60%</i>
Graduate	\$7.25/hour	\$12.33 <i>Minimum + 70%</i>	\$14.50 Minimum + 100%