Subject: On-Call Pay

Applies to: All Hourly-paid Staff (Exempt and Nonexempt)

I. Policy: Hourly-paid staff required to be on call will be compensated for the inconvenience.

II. Guidelines:

A. Definition: On call is defined as being readily available to come to the University upon being summoned. A staff member on call agrees to:

1. Provide a telephone number where he or she can be reached; and

2. Be prepared to come to the University within approximately 30 minutes of the request.

B. On-Call Payments: Staff in all Divisions except Division 50 (SMH) who are on call for periods of 8-11 hours (Short Call) will be paid $12.50 for the period. Staff on call for periods of 12-24 hours (Long Call) will be paid $18.50 for the period. Staff in Division 50 will be paid $16.00 for periods of short call and $24.00 for long call.

C. Pay for Hours Worked: Staff called to work while on call will receive their regular rate of pay for actual hours worked or the equivalent of at least 4 hours at New York State minimum wage, in addition to the appropriate on-call pay. Shift premiums, holiday pay, and overtime may also apply if the eligibility criteria are satisfied.

D. Departments with represented staff should consult the applicable collective bargaining agreement.