

**Regulations of
Florida A&M University**



10.127 Other Personal Services.

(1) Every individual paid from Other Personal Services (OPS) shall be assigned to one of the following categories:

(a) Student or graduate assistants. This category is reserved for individuals for whom the University is the employer as defined in Sections 1001.74(19) and 447.203(2), F.S., and other bona fide, degree-seeking students in an accredited secondary or post-secondary educational program who are employed by a university or the Board Office on an occasional or part-time basis and paid from an OPS appropriation. Included in, but not limited to, this category are:

1. High school students,
2. Undergraduate students,
3. Graduate students,
4. Doctoral students,
5. Post-doctoral students,
6. Graduate teaching assistants and associates, and
7. Graduate research assistants and associates.

(b) Fellowship Recipients.

(c) Part-time Academic Employees. This category is reserved for employees who perform teaching, research, or service, and for whom the Board is the employer as defined in Sections 1001.74(19) and 447.203(2), F.S.

(d) Temporary Employees. This category is reserved for individuals employed for the purpose of accomplishing tasks or projects that are normally short term, peak load, or periodic in nature, including appointments through Sponsored Research. Sponsored Research appointments are anticipated to be annual appointments for the period of the grant.

(2) The President or President's designee shall be responsible for the overall coordination, review, and control of the OPS program and its administration.

(3) The University shall communicate to the affected parties the terms and conditions governing payment from OPS.

(4) Other Personal Services employees will be paid at rates deemed appropriate by the University in accordance with prevailing rates in the labor market or as negotiated through collective bargaining agreements.

(5) Pay for OPS employment in the Temporary Employee category shall not exceed payment for 2080 hours within the same university in a 24-month period, except as stated below.

(a) Extensions beyond 2080 hours in a 24-month period for employees in the Temporary Employee category may be granted by the President or President's designee. Other Personal Services Extensions shall be contingent on the following criteria:

1. The President or President's designee, must document a justifiable need to retain the employee; or
2. The President or President's designee will document that the position will be recommended as an authorized salaried position and will be included in the next legislative budget request.

(b) The beginning date for the calculation of the hours shall be the first payroll period after January 1, 1986.

(7) Consultants. This category is reserved for independent contractors who are retained by the University through contractual agreement, thus are not considered employees of the University.

Specific Authority 1001.74(4) FS. Law Implemented 447.203(2), 1001.74(19), 1001.75(3) FS. History—New 6-27-96, Amended 12-1-05 (Formerly Rule 6C3-10.127).