MVCC Job Title and FLSA Status

Job Title	Federal Labor Standards Act (FLSA) Exempt/Non-Exempt
Academic Planner	Non-exempt
Accessibility Resources Accommodations Specialist	Non-exempt
Accessibility Resources Transitional Support Specialist	Non-exempt
Additive Manufacturing Specialist	Non-exempt
Adjunct and Service Learning Liaison	Exempt
Administrative Assistant	Non-exempt
Administrative Assistant - Alumni	Non-exempt
Admissions Counselor	Non-exempt
Admissions Specialist	Non-exempt
Admissions Specialist Coordinator of International Recruitment	Non-exempt
AIM Program Specialist	Non-exempt
Applied Learning Coordinator	Non-exempt
Assistant Building Superintendent	Non-exempt
Assistant Bursar	Non-exempt
Assistant Controller	Exempt
Assistant Dean of the School of STEM and Director of the Learning Commons	Exempt
Assistant Director of Admissions	Exempt
Assistant Director of Communications	Exempt
Assistant Director of Community Education	Exempt
Assistant Director of Events and Guest Services	Non-Exempt
Assistant Director of Facilities and Operations	Exempt
Assistant Director of Financial Aid	Non-exempt
Assistant Director of Public Safety and Emergency Management	Exempt
Assistant Payroll Manager	Non-exempt
Assistant Professor	Exempt
Assistant Registrar	Non-exempt
Assistant to the Office of Human Resources	Non-exempt
Assistant to the Office of Institutional Advancement	Non-exempt
Assistant to the Office of Learning and Academic Affairs	Non-exempt
Assistant to the President and Secretary to the Board of Trustees	Exempt
Assistant to the Vice President for Administrative Services	Non-exempt
Assistant to the Vice President for Community Development and Executive Director of the MVCC Foundation	Non-exempt
Assistant to the Vice President for Learning and Academic Affairs	Non-exempt
Assistant to the Vice President for Student Affairs	Non-exempt
Assistant to Vice President for Learning and Academic Affairs	Non-exempt
Assistant Vice President for Learning and Academic Affairs	Exempt
Assistant Vice President of Academics and Dean	Exempt
Associate Dean of Student and Residence Life	Exempt
Associate Business Advisor	Non-exempt
Associate Dean	Exempt
Associate Dean for Student Enrollment and Retention Services	Exempt
Associate Dean-Student Development and Transition Services	Exempt
Associate Director of Academic Systems	Exempt

MVCC Job Title and FLSA Status

Job Title	Federal Labor Standards Act (FLSA) Exempt/Non-Exempt
Associate Director of Human Resources	Exempt
Associate Director of Human Resources for Benefits and Labor Relations	Exempt
Associate Director of Human Resources for Employment and Compensation	Exempt
Associate Professor	Exempt
Associate VP, Workforce Development/Dean, Rome Campus	Exempt
Auditor II	Non-exempt
Building Maintenance Helper	Non-exempt
Building Maintenance Mechanic	Non-exempt
Building Maintenance Supervisor (Rome)	Non-exempt
Building Maintenance Worker	Non-exempt
Bursar	Exempt
Business Advisor	Non-exempt
Business Consultant	Non-exempt
Buyer	Non-exempt
Care and Wellbeing Coordinator	Non-exempt
Career and Employer Relations Specialist	Non-exempt
Career Counselor	Non-exempt
CCED Technical Assistant	Non-exempt
Chief Equity and Inclusion Officer	Exempt
College Advisor	Exempt
College Nurse	Non-exempt
College Services Associate	Non-exempt
Community Coordinator	Non-Exempt
Community Resource Specialist - C3	Non-exempt
Completion Coach - Pathway to Graduation Project	Exempt
Construction Trainer for Youthbuild Utica	Non-exempt
Controller	Exempt
Coordinator of Academic Advisement	Exempt
Coordinator of Accessibility Resources	Non-exempt
Coordinator of Adult Learner Services	Exempt
Coordinator of Assessment and Academic Programming	Non-exempt
Coordinator of Career Services	Non-exempt
Coordinator of Civic Responsibilities	Non-exempt
Coordinator of Distributed Learning	Non-exempt
Coordinator of Dual Credit	Non-exempt
Coordinator of Events and Guest Services	Non-exempt
Coordinator of Expendable and Fixed Asset Procurement	Non-exempt
Coordinator of International Students	Non-exempt
Coordinator of Judicial Affairs & Community Standards	Non-exempt
Coordinator of Pre-Employment Transition Services (ETS) Programs	Non-exempt
Coordinator of Re-Entry Program	Non-exempt
Coordinator of Research and Analysis	Non-exempt
Coordinator of Services for International Students	Non-exempt

MVCC Job Title and FLSA Status

Job Title	Federal Labor Standards Act (FLSA) Exempt/Non-Exempt
Coordinator of Student Activities	Non-exempt
Coordinator of Student Engagement	Non-exempt
Coordinator of the Center for Academic Excellence in Cyber Defense Regional Resource Center	Non-exempt
Coordinator of the Center for Leadership Excellence	Non-exempt
Coordinator of the First Year Experience	Non-exempt
Coordinator of the Health Center and College Nurse	Exempt
Coordinator of University Partnerships and Transfer Center	Exempt
Coordinator, Annual Funds and Alumni Relations	Non-exempt
Coordinator, Community Education	Non-exempt
Coordinator, Cybersecurity Initiatives	Non-exempt
Coordinator, Healthcare Careers	Non-exempt
Coordinator, Workforce Development	Non-exempt
CSTEP Coordinator	Non-exempt
CSTEP Program Specialist	Non-exempt
Custodian	Non-exempt
Customer Relations Supervisor	Non-exempt
Cyber and Network Program Coordinator	Non-exempt
Data Analytics and Visualization Specialist	Non-exempt
Data Processing Clerk	Non-exempt
Database Administrator	Exempt
Dean	Exempt
Dean of Athletics and Recreation	Exempt
Dean of Community and Workforce Development	Exempt
Dean of Curriculum and Academic Scheduling	Exempt
Dean of Institutional Research and Organizational Performance	Exempt
Dean of Rome Campus	Exempt
Dean of Student Development	Exempt
Dean of Student Enrollment	Exempt
Dean of Student Life	Exempt
Dean of the Rome Campus and Community Outreach	Exempt
Development and Events Assistant	Non-exempt
Development Assistant Institutional Advancement	Non-exempt
Director of Accessibility Resources and College-Community-Connection (C3) Program	Exempt
Director of Admissions	Exempt
Director of Adult Learner Services	Exempt
Director of Advanced Institute for Manufacturing	Exempt
Director of Airframe and Powerplant	Exempt
Director of Assessment and Academic Systems	Exempt
Director of Athletics	Exempt
Director of Campus Services	Exempt
Director of Career and Transfer Services	Exempt
Director of Civic Responsibilities and Chief Conduct Officer	Exempt
Director of College Libraries	Exempt

MVCC Job Title and FLSA Status

Job Title	Federal Labor Standards Act (FLSA) Exempt/Non-Exempt
Director of College Pipeline Program	Exempt
Director of Community and Workforce Development	Exempt
Director of Community-College-Connection (C^3)	Exempt
Director of Compliance	Exempt
Director of Development	Exempt
Director of Dual Credit	Exempt
Director of Education Outreach Center	Exempt
Director of Educational Opportunity Program (EOP)	Exempt
Director of Events and Guest Services	Exempt
Director of Facilities and Operations	Exempt
Director of Financial Aid	Exempt
Director of Holistic Student Support	Exempt
Director of Hospitality Programs	Exempt
Director of Institutional Research and Analysis	Exempt
Director of Law Enforcement Programs	Exempt
Director of Leadership Mohawk Valley	Exempt
Director of Opportunities Program	Exempt
Director of Pre-Employment Transition Services (ETS) Programs	Exempt
Director of Rome Campus	Exempt
Director of Special Projects	Exempt
Director of Student Accessibility and Wellness	Exempt
Director of Student Engagement and Outreach	Exempt
Director of Student Records & Registrar	Exempt
Director of the Airframe and Powerplant Program	Exempt
Director of the Learning Commons - Pathway to Graduation Project	Exempt
Director, Trio-Upward Bound and Gear Up	Exempt
Disbursements Officer	Non-exempt
Dual Credit Project Coordinator	Non-exempt
Education Outreach Center Coordinator	Non-exempt
Educational Applications Assistant	Non-exempt
Educational Opportunity Program (EOP) Counselor	Exempt
Educational Systems Assistant	Non-exempt
Educational Technology Specialist	Non-exempt
Enrollment Associate	Non-exempt
Environmental Health and Safety Officer	Non-exempt
EOC Counselor	Non-exempt
EOC Outreach Counselor	Non-exempt
Events and Guest Services Associate	Non-exempt
Executive Assistant to the President & Secretary to the Board of Trustees	Exempt
Executive Dean	Exempt
Executive Dean	Exempt
Executive Director for Public Safety and Emergency Management / Peace Officer	Exempt
Executive Director of Equity and Inclusion	Exempt

MVCC Job Title and FLSA Status

Job Title	Federal Labor Standards Act (FLSA) Exempt/Non-Exempt
Executive Director of Human Resources	Exempt
Executive Director of Information Technology	Exempt
Executive Director of Institutional Advancement and the MVCC Foundation	Exempt
Executive Director of Marketing and Communications	Exempt
Executive Director of Organizational Culture and Wellness	Exempt
Executive Director of Organizational Development	Exempt
Executive Director of the Center for Leadership Excellence (CLE) and Leadership Mohawk Valley (LMV)	Exempt
Fast Track Navigator	Non-exempt
Financial Aid Advisor	Non-exempt
Financial Aid Assistant	Non-exempt
Financial Systems Accountant	Non-exempt
GEAR UP Coordinator	Non-exempt
GEAR UP Program Coordinator	Non-exempt
GEAR UP Program Specialist	Non-exempt
GEAR UP STEM Program Assistant	Non-exempt
Government Contract Coordinator	Non-exempt
Grant Writer	Non-exempt
Head Coach/Athletics Specialist	Exempt
Health Professions Resources Specialist	Non-exempt
Health Services Laboratory Assistant	Non-exempt
Health Services Retention Specialist	Non-exempt
Helpdesk Analyst	Non-exempt
Human Resource Specialist	Non-exempt
HVAC Building Superintendent	Non-exempt
Information Technology Representative	Non-exempt
Instructor	Exempt
Intake and Process Support	Exempt
International Admissions Counselor	Non-exempt
Job Corps Scholar Counselor	Non-exempt
Labor Supervisor	Non-exempt
Librarian	Exempt
Librarian for Technology and Access Services	Exempt
Library Cataloging Coordinator	Non-exempt
Library Clerk (Clerk)	Non-exempt
Licensed Mental Health Practitioner	Exempt
Light Motor Equipment Operator	Non-exempt
Mail Clerk	Non-exempt
Mail Courier	Non-exempt
Manager of Educational Technologies	Exempt
Manager of End-User Computing	Exempt
Manager of Information Technology Administrative Computing Services	Exempt
Manufacturing Extension Partnership Director	Exempt

MVCC Job Title and FLSA Status

Job Title	Federal Labor Standards Act (FLSA) Exempt/Non-Exempt
Market Analysis and Project Development Director	Exempt
Marketing Assistant	Non-exempt
Marketing Communications Strategist	Non-exempt
Materials Management Coordinator	Non-exempt
Math Corp Coordinator	Non-exempt
Multimedia Designer	Exempt
Multimedia Developer	Exempt
National Science Foundation Advanced Technology Program Education Coordinator	Non-exempt
Network and Security Specialist	Exempt
Network Specialist	Exempt
Network Technician	Non-exempt
Office Specialist I	Non-exempt
Office Specialist II	Non-exempt
Painter	Non-exempt
Payroll Analyst	Non-exempt
Payroll Manager	Exempt
Photographer/Videographer	Non-exempt
Placement Testing Coordinator	Exempt
President	Exempt
Principal Account Clerk	Non-exempt
Principal Accounting Supervisor	Non-exempt
Prison/Jail Education Coordinator	Non-exempt
Professor	Exempt
Program Technical Assistant	Non-exempt
Programmer	Exempt
Programmer Analyst	Exempt
Project Coordinator	Non-exempt
Project Coordinator - Dual Credit	Non-exempt
Project Coordinator - Grants Compliance and Reporting	Non-exempt
Public Relations Specialist	Non-exempt
Public Safety Dispatcher	Non-exempt
Public Safety Officer	Non-exempt
Publications Coordinator	Non-exempt
Purchasing Coordinator	Non-exempt
Recruitment and Employment Specialist	Non-exempt
Reference and Instruction Librarian	Exempt
Registration Specialist	Non-exempt
Residence Life Associate	Non-exempt
Secretary to the President	Non-exempt
Senior Account Clerk	Non-exempt
Senior Administrative Assistant	Non-exempt
Senior Building Maintenance Mechanic	Non-exempt
Senior Buyer	Non-exempt
Senior Clerk	Non-exempt

MVCC Job Title and FLSA Status

Job Title	Federal Labor Standards Act (FLSA) Exempt/Non-Exempt
Senior Custodian	Non-exempt
Senior Financial Aid Advisor	Non-exempt
Senior Manufacturing Consultant	Non-exempt
Senior Multimedia Designer	Exempt
Senior Office Specialist I	Non-exempt
Senior Offset Printing Machine Operator	Non-exempt
Senior Public Safety Officer/Peace Officer	Non-exempt
Senior Systems Analyst	Exempt
Staff Accountant	Non-exempt
STEPM GEAR UP Program Specialist	Non-exempt
STEP Coordinator	Non-exempt
STEP Program Specialist	Non-exempt
STEP/GEAR UP Program Specialist	Non-exempt
Storekeeper	Non-exempt
Student Advisor and Engagement Specialist	Exempt
Student Advisor and Enrollment Specialist	Exempt
Student and Residence Life Specialist	Non-exempt
Student Services Specialist	Exempt
Student Support Advisor	Exempt
Student Support Advisor - Retention Coordinator	Exempt
Student Veteran Specialist	Non-exempt
Supervising Public Safety Officer/Peace Officer	Non-exempt
Supervisor - Facilities Services	Non-exempt
Supervisor of Residence Hall Facilities	Exempt
Technical Assistant	Non-exempt
Technical Assistant - Academic	Non-exempt
Technical Assistant - Admissions	Non-exempt
Technical Assistant - Athletics	Non-exempt
Technical Assistant - Educational Technologies	Non-exempt
Technical Assistant - Events	Non-exempt
Technical Assistant - Hospitality	Non-exempt
Technical Assistant - Institutional Assessment	Non-exempt
Technical Assistant - Life and Physical Sciences	Non-exempt
Technical Assistant - Placement Testing	Exempt
Technical Assistant - Registrars	Non-exempt
Technical Assistant Engineering Technology and Trades	Non-exempt
Technical Coordinator of Events and Guest Services	Non-exempt
Technical Director, NCAE Cyber Games Project	Exempt
Telecommunications Specialist	Non-exempt
Transfer Success Advisor	Exempt
Tutor/Mentor - Mathematics	Exempt
Tutor/Mentor - Writing	Exempt
Upward Bound Program Coordinator	Non-exempt
Upward Bound Program Specialist	Exempt
Upward Bound Tutor/Mentor	Exempt

MVCC Job Title and FLSA Status

Job Title	Federal Labor Standards Act (FLSA) Exempt/Non-Exempt
Veteran Education Coordinator	Exempt
Vice President for Community Development & Executive Director of the MVCC Foundation	Exempt
Vice President for Learning and Academic Affairs	Exempt
Vice President for Student Affairs	Exempt
Vice President, Administrative Services	Exempt
Volunteer Generation Project Coordinator	Non-exempt
Workforce Navigator	Non-exempt
Working Supervisor	Non-exempt
Youth Academic Program Coordinator	Non-exempt
Youth Academic Specialist	Non-exempt
Youthbuild Case Manager	Non-exempt
Youthbuild Program Specialist	Non-exempt
Youthbuild Project Coordinator	Non-exempt

Last updated - 07/17/2025