Modifying an existing position description without posting
MINOR changes in job duties (Faculty – FEAP PD Workflow)

July 11, 2014

Supervisor/Hiring Manager modifies position description *(submits to next level supervisor, as applicable)*

Optional: Sr Level Supervisor *Approval*

*(*submitted here ONLY if Supervisor/HM does NOT report directly to Cabinet/Provost or President)*

Cabinet/Provost Review

President Review

Human Resources

(classification AND final review)

Approved