



Workflow for Grant Funded Positions Hiring Proposals

Initiator (Hiring Manager)



Grant Manager – Brian Builtta



Department Head (Approver 1)
The Dean of the department. PeopleAdmin automatically gives the name. This never goes to Amber Tejada.



Executive Staff (Approver 2)
The Executive Staff of the department.

Academic Affairs and Provost – Dr. Hector Quintanilla

Student Affairs/Dean of Students – Dr. Dennis Hall

Advancement – Jerri Schooley

Finance and Administration – Donna Nance

Enrollment, Marketing & Communications – Alan Liebrecht

Skip Director of Academic Operations (Approver 3)
Faculty positions only

Finance (Approver 4)



Human Resources