

Personnel Requests- NEOGOV

	Discussion at VPC	with President One-On-One	VP Approval Only
<u>New Positions</u>			
Permanent New Position	X		
Recruitment for Vacated MPP Position (<i>temporary or permanent</i>)	X		
Recruitment for Vacated Staff Position (<i>temporary or permanent</i>)			X
Emergency hires			X
Casual workers			X
Special consultants (<i>6 months or less</i>)			X
Special consultants (<i>more than 6 months</i>)		X	
Hourly on-call hires			X
<u>Temporary Changes</u>			
Temporary Fill of Vacated Position (50% part-time and full-time)			X
Temporary New Position (50% part-time and full-time)	X		
Conversion of Temporary to Permanent Positions	X		
Temporary increase (5% or under)			X
Temporary increase (over 5%)		X	
Extension of Temporary reassignment with increase in pay (but not renewal of temporary appointments)—not a stipend.	X		
New temporary reassignments (<i>5% or under</i>)			X
New temporary reassignments (<i>over 5%</i>)		X	
Extension of temporary reassignment at same pay rate			X
Renewal of temporary appointments			X
<u>Reclassifications and Increase in Pay</u>			
Reclassifications (over 5%)		X	
Reclassifications (5% or under)			X
In-range progression (5% or under)	X		
In-range progressions (over 5%)		X	
MPP equity or salary increases of any amount		X	
Stipend request (<i>5% or under</i>)			X
Stipend request (<i>over 5%</i>)		X	