



02.03.03 POSITION APPROVAL

Division: **College Employees**
Adopted: **2011**
Revised: **02/2018**
Reviewed: **12/2022**

The Board of Trustees (Board) will review requests for new positions for the following fiscal year during the College’s annual budget review process. The Board will evaluate data and rationale available during a specified time period of the budget process. Final approval will be in the form of a passing motion by the board to approve the respective fiscal year budget.

Any new or reallocated positions identified outside of the fiscal year budget process will be subject to Board approval, with the exception of College restructure and/or realignment(s). College restructure and/or realignment(s) will be within the authority of the President.

The President will have authority to approve new grant positions, subject to receipt of grant funding and within applicable grant provisions.

Related Institutional Procedures:

None