

		: October 20, 2023  July 1, 2013	
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	New policy	X	Minor/technical revision of existing policy
	Major revision of existing policy		Reaffirmation of existing policy

(A) Policy statement

The university classifies positions in relation to the level of duties and responsibilities as prescribed by federal, state law and/or university practices. All university employees are appointed to positions on the basis of qualifications and position requirements as prescribed by federal laws, state laws and/or university practices.

(B) Purpose of policy

The following policy was developed to ensure compliance with federal and state laws and regulations.





- (e) Augments regular staff due to increased workloads or staff shortages or
  - (f) Replaces a regular employee during the absence due to illness, leave of absence or vacation.
- (7) Intermittent-seasonal appointment – an appointment which serves at the discretion of the appointing authority and;
- (a) Are considered unclassified positions
  - (b) Works irregular hours or days on an as-needed basis
  - (c) Is required to work less than one thousand hours per calendar year and is limited to a maximum average of twenty-four hours per week.
- (8) Contingent - an appointment which serves at the discretion of the appointing authority and;
- (a) Are considered unclassified positions
  - (b) Works irregular hours or days on an as-needed basis
  - (c) Is required to work less than one thousand hours per calendar year and are limited to a maximum average of twenty-four hours per week.

<p>/s/</p> <hr/> <p>Gregory Postel, MD President</p> <p style="text-align: center;">October 20, 2023</p>	<p style="text-align: right;">:</p> <p>x None</p> <p>July 1 2013</p> <p>February 21, 2017 February 7, 2020 October 20, 2023</p>
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<ul style="list-style-type: none"><li>x Chief Human Resources Officer</li><li>x Senior Leadership Team</li></ul>	<p>October 2026</p>
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