## APPENDIX A

<table>
<thead>
<tr>
<th>Approval Workflow</th>
<th>Applicable Employee Classes</th>
<th>Type</th>
</tr>
</thead>
</table>
| Faculty & Lecturers/Visiting Professors | Faculty = 6111, e-class 20  
Lecturer/Visiting Professor = 6161, e-class 25 | Single |
| Full-Time Instructional Staff | FT Instructors = 6121, e-class 24 | Single |
| All Other Employees – Grant Funded |  
FT Professional Exempt = 6211, e-class 40  
FT Professional Non-Exempt = 6213, e-class 42  
PT Professional Exempt = 6242, e-class 43  
PT Professional Non-Exempt = 6244, e-class 41  
PT Professional Student = 6432, e-class 45  
Temporary Professional Exempt or 1-Time Payment = 6252, e-class 48  
Interim/Temporary Professional Non-Exempt = 6254, e-class 91 | Pooled |
| All Other Employees - Split Funded |  
FT Professional Exempt = 6211, e-class 40  
FT Professional Non-Exempt = 6213, e-class 42  
PT Professional Exempt = 6242, e-class 43  
PT Professional Non-Exempt = 6244, e-class 41  
PT Professional Student = 6432, e-class 45  
Temporary Professional Exempt or 1-Time Payment = 6252, e-class 48  
Interim/Temporary Professional Non-Exempt = 6254, e-class 91 | Single |
| All Other Employees - Operating |  
FT Professional Exempt = 6211, e-class 40  
FT Professional Non-Exempt = 6213, e-class 42  
PT Professional Exempt = 6242, e-class 43  
PT Professional Non-Exempt = 6244, e-class 41  
PT Professional Student = 6432, e-class 45  
Temporary Professional Exempt or 1-Time Payment = 6252, e-class 48  
70 Hour Secretarial-Clerical = 6311, e-class 50  
40 Hour Secretarial-Clerical = 6312, e-class 51  
50 hour Secretarial-Clerical = 6312, e-class 52  
707 Service-Maintenance = 6321, e-class 70  
707 Security = 6331, e-class 71  
Temporary Facilities (707) = 6321, e-class 78  
32BJ Service Maintenance = 6341, e-class 72  
Interim/Temporary Professional Non-Exempt = 6254, e-class 91  
Resident Assistant = 6531, e-class 86 | Pooled |
| PT Instructional Staff |  
PT Instructors = 6122, e-class 31  
Adjunct/PT Visiting Prof/PT Lecturer = 6132, e-class 35  
Community Teacher = 6142, e-class 39  
Instructional Staff/Fee-Based Instructor = 6152, e-class 81 | Pooled |
| RA/TA/DRFs – Department Funded | Research/Teaching Assistant = 6422, e-class 87  
Doctoral Research Fellow = 6442, e-class 88 | Pooled |
| RA/TA/DRFs – Provost Funded | Research/Teaching Assistant = 6422, e-class 87 | Pooled |
| RA/TA/DRFs – Grant Funded | Doctoral Research Fellow = 6442, e-class 88  
Research/Teaching Assistant = 6422, e-class 87 | Pooled |
| Course Assistant/Admin Fellow | Course Assistant = 6462, e-class 84  
Administrative Fellow = 6412, e-class 89 | Pooled |
| Work-Study | Work-Study = 7829, e-class 90 | Pooled |
| Modify Job Description | All Employee Classes (as needed) | }