University of Arkansas – Faculty Position Description

**Position Workflow**

- **Create/Modify**
  - Initiator (can create)
  - Reviewer (can create)
  - Approver (can create)
  - Agri HR
  - Approved
  - University HR

**People In PA7 Approver Groups**

<table>
<thead>
<tr>
<th>Initiator (can create)</th>
<th>Reviewer (can create)</th>
<th>Approver (can create)</th>
<th>University HR Agri HR</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Classification &amp; Compensation</td>
</tr>
<tr>
<td>Proxy:</td>
<td>Proxy:</td>
<td>Proxy:</td>
<td></td>
</tr>
</tbody>
</table>
**University of Arkansas – Faculty Posting**

**Posting Workflow**

**Create New Posting**

- **Initiator** (can create)
- **Reviewer** (can create)
- **Approver** (can create)
- **Budget Authority**

**Routing Approver Groups**

- **Agri HR**
- **Agri AAO**
- **University HR**
- **OEOC**

**Posted**

**Posting Canceled**

---

**People In PA7 Approver Groups**

<table>
<thead>
<tr>
<th>Initiator</th>
<th>Reviewer</th>
<th>Approver</th>
<th>Budget Authority</th>
</tr>
</thead>
<tbody>
<tr>
<td>(can create)</td>
<td>(can create)</td>
<td>(can create)</td>
<td>(if applicable)</td>
</tr>
</tbody>
</table>

*All actions must be approved by the Approver and submit to Human Resources.*

Proxy:  

Proxy:  

Proxy:
University of Arkansas – Faculty Hiring Proposal

Create New Hiring Proposal

- Applicant Reviewer, Initiator, or Reviewer (can create)
- Approver (can create)
- Budget Authority (if applicable)

Routing Approver Groups

<table>
<thead>
<tr>
<th>People In PA7 Approver Groups</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applicant Reviewer (can create)</td>
</tr>
<tr>
<td>Proxy:</td>
</tr>
</tbody>
</table>

Hiring Proposal Workflow

- Approved to Make Offer
- Offer Accepted
- Send to University HR
- Approved to Make Offer
- Offer Declined
- Start Up Confirmation (Dr. Rankin)
- Pending Dept Action (Applicant Reviewer)
- Pending Dept Action (Any User)
- Provost
- OEOC
- HR
- Agri AAO
- Agri AVP
- Agri HR
- Approver (can create)
- Applicant Reviewer, Initiator, or Reviewer (can create)
- Hiring Proposal Canceled
- Hiring Proposal Denied