Department Name: % of Funding:		Orgn(s) (Budget Code): Position Number:		
				PROPOSED: Please answer
C. JUSTIFICATION: Why is the	ne new position or change bein	g requested?		
D. FUNDING SOURCE: Spec	cify the funding source (ORGN	Budget Code and sub-a	account) that will be used to	o fund
the position.		-		
	ORGN	SUB-AC	COUNT	
E. ESTIMATED COST: Salar	y \$ Benefits \$	Other		
F. LENGTH OF APPOINTMEI	<b>NT:</b> 10mo 11mo 1/	2mo Other		
G. PROPOSED ROLE/FACUI				
H. REQUESTED EFFECTIVE	DATE:			
I. SIGNATURES:				
REQUESTED BY:				
	BUDGET UNIT DIRECTOR		DATE	
RECOMMENDED BY:				
	DEAN		DATE	
RECOMMENDED BY:				
	VICE PRESIDENT		DATE	
IF VP RECOMMENDS: SEND HF REQUIREMENTS WORKSHEET	R-2000 TO HUMAN RESOURCES AND ORGANIZATION CHART.	, WITH A NEW POSITION I	DESCRIPTION, PHYSICAL	
IF NOT RECOMMENDED. VP RE	ETURNS HR-2000 TO THE BUDG	FT UNIT DIRECTOR		

SECTION II. DEPARTMENT OF HUMAN RESOURCES ANALYSIS AND COMMENTS:					
RECOMMENDATION: Establish position as follows:					
Position Title	MPENSATION MANAGER	DATE			
CO	MPENSATION MANAGER	DATE			
VP	FOR HUMAN RESOURCES	DATE			
<b>DISTRIBUTION:</b> Human Resources sends HR-2000 to Budget Unit Director. Budget Unit Director prepares budget adjustments for the minimum comparable salary and attaches to the HR-2000 for the Vice President's approval. (See Instructions Attachment)					
SECTION III. APPROVAL (VICE PRESIDENT)					
APPROVED BY:	VICE PRESIDENT	DATE			
DISTRIBUTION: If approved, Vice President sends HR-2000 to the Budget Office.					
SECTION IV. BUDGET OFFICE (ONLY)					
If Section III is incomplete, this form will be returned to the Vice President without processing by the Budget Office.					
APPROVED BY:	BUDGET OFFICE	DATE			
<b>DISTRIBUTION:</b> If approved, Budget Office sends HR-2000 to Human Resources.					
President's signature is required only for positions that (1) require additional funding or (2) increase the University's overall employment level.					
PRESIDENT					
		DATE			