

## **MSUE *Administrative Handbook*: Human Resources**

**SUBJECT: POSITION ESTABLISHMENT**

**POLICY:** MSUE has a specific procedure for establishing Program Assistant/Associate/Instructor positions

**APPLIES TO:** MSUE Non-Academic positions noted above

**PROVISIONS/RESTRICTIONS:**

Please refer to the MSUE Employment Procedures (Non-Academic) for further instructions for requesting approval for the establishment of regular (9 months or longer) MSUE program assistant, associate and/or instructor positions.

**DATE:** June 2011