Staff and/or Supervisor
Initiate Career Development Converesation and Request
Fits Current Classification
To Higher Classification
To Other Classification
Career Advancement
Career Promotion
Career Shift
Career Advancement Form Supporting Documents
HR Reps Support Documentation Preparation
Career Development Form Supporting Documents
Right to Appeal if denied by org (in 15 days to intiate the appeal)
Deny notice
Department and Supervisor
Department Level Review (within 30 days)
Department makes recommendation
Org HR
Org Level Review (Within 30 days)
Org Denies Requst
Org Approves Request
P&S to P&S Career Promotion/Shift
Approved or process change from initial request
Career Advancement
UHR Approval is required?
No
Approved
Yes
University HR
UHR Review (within 30 days)
UHR Denies Request
Final decision not subject to appeal
UHR Approves Request
Any P&S to P&S Request
Approved or process change from inital request
Merit to P&S Career Shift
Board of Regents
Board of Regents Review (timeframe)
BOR Denies Request
Final decision not subject to appeal
BOR Approves Request
Approved