

# SUNY BROOME

(POLICY)

<b>Policy:</b>	Positions (Change in Position Description and/or Title)	<b>Policy No.:</b>	PA3004
<b>Authority:</b>	SUNY Broome Community College Board of Trustees		
<b>Policy Owner</b>	President	<b>Responsible Party:</b>	Personnel Affairs
<b>Approved:</b>	February 28, 1991		
<b>Revised:</b>			

The Board of Trustees shall approve the creation or substantive modification of position descriptions and/or titles in the unclassified professional services (all positions except those in Civil Service).

Such actions shall require the additional approval of the Chancellor of the State University of New York.

The President shall establish procedures necessary to affect changes specified in this policy as well as all other personnel change requests.

<b>Action</b> <i>(Created, Reviewed, Retired)</i>	<b>Date</b>	<b>Initials</b>	<b>Position Title</b>
<i>Updated Classification (1.13)</i>	03/25/2020	KP	<i>Secretary – VP Student Development</i>