

| Unit                                  | Type                               | Template Name   | Workflow Step Number | Workflow Step                                  |   |  |
|---------------------------------------|------------------------------------|---|----------------------|--|---|--|
| Seventh College<br>Workflow Templates | Appointment                        | Seventh-Pre-Six Appointment (Initial & Reappointment)-Dean's Authority        | 0                    | Case is Being Created                          |   |  |
|                                       |                                    |   | 1                    | Department AP Staff Review-File Prep           |   |  |
|                                       |                                    |   | 2                    | CERT 1-A                                       |   |  |
|                                       |                                    |   | 3                    | Writing Director Review                        |   |  |
|                                       |                                    |   | 4                    | Provost Review+Recommendation                  |   |  |
|                                       |                                    |   | 5                    | CERT 2   |   |  |
|                                       |                                    |   | 6                    | Department AP Staff Review-Post Recommendation |   |  |
|                                       |                                    |   | 7                    | Dean AP Staff Review-Pre Dean                  |   |  |
|                                       |                                    |   | 8                    | Dean Review+Recommendation                     |   |  |
|                                       |                                    |   | 9                    | Notify Department of Final Outcome             |   |  |
|                                       |                                    |   |                      |  | 0 | Case is Being Created                          |
|                                       |                                    |   |                      |  | 1 | Department AP Staff Review-File Prep           |
|                                       |                                    |   |                      |  | 2 | CERT 1-A                                       |
|                                       |                                    |   |                      |  | 3 | Writing Director Review                        |
|                                       |                                    |   |                      |  | 4 | Committee Review                               |
|                                       |                                    |   |                      |  | 5 | CERT 1- B                                      |
|                                       |                                    |   |                      |  | 6 | Provost Review+Recommendation                  |
|                                       |                                    |   |                      |  | 7 | CERT 2   |
|                                       |                                    | Seventh-Continuing Lecturer Initial Appointment-Dean's Authority W/CAP Review |                      |  | 8 | Department AP Staff Review-Post Recommendation |
|                                       |                                    |   |                      |  | 9 | Dean AP Staff Review-Pre APS                   |
| 10                                    | APS Review-Pre CAP                 |   |                      |  |   |  |
| 11                                    | CAP Staff Review                   |   |                      |  |   |  |
| 12                                    | CAP Review                         |   |                      |  |   |  |
| 13                                    | APS Review-Post CAP                |   |                      |  |   |  |
| 14                                    | Dean's AP Staff Review Pre-Dean    |   |                      |  |   |  |
| 15                                    | Dean Review+Decision               |   |                      |  |   |  |
| 16                                    | Dean AP Staff Review-Post Dean     |   |                      |  |   |  |
| 17                                    | Notify Department of Final Outcome |   |                      |  |   |  |