

PART II
 JOB TITLE AND LEVEL ASSIGNMENT

NOTE: This classification involves a change of job title for some positions. Such title changes will become effective at the beginning of the new contract year. All job titles will remain the same as presently appear on the employee's contract until that time. Changes of job titles are the result of recommendations of an audit report made by the Department of Labor. None of the job title changes involve or imply a demotion or other personnel action.

DEPT	POSITION	LEVEL
Chief Financial Officer		
Business Office	Senior Accountant	3
	Director of Payroll & Human Resources	2
	Accounts Payable Clerk	1
	Accounts Receivable Coordinator	1
	Internal Auditor	2
	Head Cashier	2
	Cashier	1
	Clerk	1
	Benefits Coordinator	1
	Specialist, Accounts Receivable	1
Safety Administration		
College Advancement	Administrative Assistant	1
Alumni Relations	Director	2
Annual Fund & Grants	Director	2
Development	Director	3
Athletics	Director	3
	Coach, Assistant	1
	Coach, Basketball-Men	3
	Coach, Basketball-Women	3
	Coach, Soccer-Women	3
	Coach, Soccer-Men	3
	Coach, Softball	3
	Coach, Baseball	3
	Coach, Cross Country-Men	3
	Coach, Cross Country-Women	3
	Coach, Volleyball-Women	3
News & Information	Director of News and Information	2
Enrollment Services	Administrative Assistant	1
Enrollment Management		3
Admissions	Director	3
	Counselor	2
	Report Writer	2
	Specialist	1
	External Recruiter	2
	Office Manager	1
	Admissions Reporting & Technology Specialist	1
Retention		
Financial Aid	Executive Director	3
	Assistant Director	2
	Counselor	2
	Office Manager	1
	Financial Aid Compliance, Director	3
Student Affairs	Dean of Students	3
	Director, Student Development & Leadership	1
	Director, Residence Life	2
	Director, Student Activities	2
	Secretary	1
	Security Officer	2
Counseling	Director	3
	Career Counselor	2

	Secretary	1
External Programs	Dean	3
	Associate Director	2
	Director, Off Campus Centers	3
	Assistant Director, Off Campus Centers	2
	Secretary, Off Campus Centers	1
	Secretary, Liberty Center	1
	Security Officer, Liberty Center	1
Marketing	Director of Marketing	3
International Student Services	Director	3
Executive	President	4
	Provost	4
	Vice President for College Advancement	4
	Vice President for Enrollment Services	4
	Chief Financial Officer	4
	Vice President Emeritus	4
President's Office	Consultant to the President for External Relations	3
	Legal Counsel	3
	Executive Administrative Assistant	3
Provost	Academic Assistant to the Provost	3
	Administrative Assistant	1
	Learning Lab Supervisor	1
	Secretary, Academic Music	1
	Secretary, Academic Education	1
Institutional Planning/Assessment/Research	Executive Director, Institutional Planning/Research	3
	Assistant Director, Institutional Planning/Research	2
	Director of Assessment	3
Library	Director	3
	Catalog Librarian	1
	Collection Development Coordinator	1
	Circulation Assistant I	1
	Circulation Assistant II	1
	Reference Assistant	1
	Reference Librarian	2
	Assistant to the Director	1
Academic/Administrative Support Services	Director	3
Campus Store	Manager	3
	Assistant Manager	1
	Clerk	1
Post Office	Coordinator	1
Food Services	Director	3
National Management Resources	Director	3
Computer Information Services	CIO	3
	Director of Information Technology & Telecommunications	3
	Programmer/Analyst	3
	PC/Network Technician	1
	Webmaster	1
Registrar	Registrar	3
	Associate Registrar	2
	Assistant Registrar	1

Contact for Interpretation: President

This policy statement supersedes all previous policy statements on this subject.