


**SHAFs and other procedures – Effective FY 13/14 (Campus Life Units)**

- SHAFs are being delegated to the EDs/direct reports except for:
  - Recruitment of new career positions
  - Above Min Hires > 5%  
Note: Unit Div Approvers should obtain approval documentation by ED of Above Min. Hires <5%.
- Rehire of retirees remains at the AVC level

**EARs (salary actions) remain as is – continue to route through AVC office for review and approval.**

x   
Alma Sifuentes  
AVC Campus Life

7/1/13  
Date