

| Unit                                  | Type        | Template Name  | Workflow Step Number | Workflow Step                                  |
|---------------------------------------|-------------|--|----------------------|--|
| Theatre & Dance<br>Workflow Templates | Appointment | THEA-Pre-Six Appointment (Initial & Reappointment)-Dean's Authority        | 0                    | Case is Being Created                          |
|                                       |             |  | 1                    | Department AP Staff Review-File Prep           |
|                                       |             |  | 2                    | Cert 1 A Review                                |
|                                       |             |  | 3                    | Voting Faculty Review                          |
|                                       |             |  | 4                    | Department Chair Review                        |
|                                       |             |  | 5                    | Department AP Staff Review-Post Recommendation |
|                                       |             |  | 6                    | Cert 2 Review                                  |
|                                       |             |  | 7                    | Dean AP Staff Review-Pre Dean                  |
|                                       |             |  | 8                    | Associate Dean Review                          |
|                                       |             |  | 9                    | Dean Review+Decision                           |
|                                       |             |  | 10                   | Dean AP Staff Review-Post Dean                 |
|                                       |             |  | 11                   | Notify Department of Final Outcome             |
|                                       |             | THEA-Continuing Lecturer Initial Appointment-Dean's Authority W/CAP Review | 0                    | Case is Being Created                          |
|                                       |             |  | 1                    | Department AP Staff Review-File Prep           |
|                                       |             |  | 2                    | Cert 1 A Review                                |
|                                       |             |  | 3                    | Voting Faculty Review                          |
|                                       |             |  | 4                    | Department Chair Review                        |
|                                       |             |  | 5                    | Department AP Staff Review-Post Recommendation |
|                                       |             |  | 6                    | Cert 2 Review                                  |
|                                       |             |  | 7                    | Dean AP Staff Review-Pre APS                   |
|                                       |             |  | 8                    | APS Review-Pre CAP                             |
|                                       |             |  | 9                    | CAP Staff Review                               |
|                                       |             |  | 10                   | CAP Review                                     |
|                                       |             |  | 11                   | APS Review-Post CAP                            |
|                                       |             |  | 12                   | Dean AP Staff Review-Pre Dean                  |
|                                       |             |  | 13                   | Associate Dean Review                          |
|                                       |             |  | 14                   | Dean Review+Decision                           |
|                                       |             |  | 15                   | Dean AP Staff Review-Post Dean                 |
|                                       |             |  | 16                   | Notify Department of Final Outcome             |
|                                       |             | THEA-Dean's Authority  | 0                    | Case is Being Created                          |
|                                       |             |  | 1                    | Department AP Staff Review-File Prep           |
|                                       |             |  | 2                    | Cert 1 A Review                                |
|                                       |             |  | 3                    | Voting Faculty Review                          |
|                                       |             |  | 4                    | Department Chair Review                        |
|                                       |             |  | 5                    | Department AP Staff Review-Post Recommendation |
|                                       |             |  | 6                    | Cert 2 Review                                  |
|                                       |             |  | 7                    | Dean AP Staff Review-Pre Dean                  |
|                                       |             |  | 8                    | Associate Dean Review                          |
|                                       |             |  | 9                    | Dean Review+Decision                           |
|                                       |             |  | 10                   | Dean AP Staff Review-Post Dean                 |
|                                       |             |  | 11                   | Notify Department of Final Outcome             |