



APS JUSTIFICATION

Policy Title: Employment and Non-Employment at the University

APS Number: 5066

APS Functional Area: **HUMAN RESOURCES**

Date Submitted: October 8, 2025

Proposed Action: New

Brief Description: This administrative policy statement (APS) outlines different employment roles and non-employment roles within CU. These definitions will assist understanding the differences between roles as well as references for additional resources for specific roles.

Desired Effective Date: January 1, 2026

Responsible University Officer: Vice President and CHRO

Responsible Office: Vice President and CHRO

Policy Contact: Vice President and CHRO

Applies to: University Staff and Officers

Reason for Policy: This administrative policy statement (APS) outlines different employment roles and non-employment roles within CU. These definitions will assist understanding the differences between roles as well as references for additional resources for specific roles.

I. REASON FOR PROPOSED ACTION

This administrative policy statement (APS) outlines different employment roles and non-employment roles within CU. These definitions will assist all to understand the differences between roles as well as references for additional resources for specific roles.

II. STAKEHOLDER ENGAGEMENT IN THE POLICY REVIEW

Campus and System Administration Human Resources offices

III. LEGAL REVIEW

A. Do you think legal review would be required for these proposed changes? **Yes**

1. If no, please explain.

2. If yes, what is your plan to get the legal review? **Submitted for review to assure compliance with applicable laws and policies**

B. Date legal review completed: **10/8/2025**

C. Person completing legal review: **Erica Weston**

IV. FISCAL REVIEW

Are there any financial (human resources, technology, operations, training, etc.) or other resource impacts of implementing this policy (e.g., cost savings, start-up costs, additional time for faculty or staff, new systems, or software)? **No** If yes, please explain: