



Appointing Authorities

According to Colorado Revised Statute 24-50-101(3)(d), “**presidents of colleges and universities and their designees shall be the appointing authorities for employees of their respective institutions.**”

“Appointing authorities are responsible and accountable for the actual operation and management of their respective departments, colleges, or universities.”

The official appointing authorities at Colorado State University Pueblo are:

Dr. Timothy P. Mottet, President, and his designees:

Dr. Mohamed Abdelrahman, Provost and Vice President for Academic Affairs

Dr. Chrissy Holliday, Vice President of Enrollment Management, Communication, and Student Affairs

Dr. Donna Souder, Vice President of Operations and Advancement

Juanita Pena, Chief Financial Officer and Controller

Niki Toussaint, Chief of Staff

Appointing authorities must approve, for employees in their respective colleges, divisions and departments, all new appointments, resignation withdrawals, leave without pay, funeral leave, administrative leave, leave for military training, other types of leave if questions arise, and tuition waivers. Additionally, only appointing authorities may administer disciplinary action.

The Office of Human Resources & Institutional Equity maintains a copy of the Colorado State Personnel Rules and Administrative Procedures available for review, as well as handbooks for classified employees, faculty, and administrative professional employees. Rules for state classified employees are also available from the State of Colorado website at: <http://www.colorado.gov/dpa/dhr/rules/rules.htm>.