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Business Office

- Accounting Procedures Manual [2]
- Budget [3]
- <u>Travel Procedures</u> [4]
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Communications and Promotions

• Communications and Promotions [6]

Continuing Education & Workforce Development

<u>Continuing Education & Workforce Development</u> [7]

Dean's Office

Dean's Office [8]

Environmental Health & Safety Office

• <u>Standard Operation Plan</u> [9]

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- Determining Acceptance on Educational Diplomas, Degrees or Certificates [10]
- <u>FMLA</u> [11]
- GCC Email Accounts [12]
- HR and Payroll [13]
- Leave Sharing Packet [14]
- Leave Sharing Procedure [15]
- Parental Involvement [16]
- Performance Evaluation [17]
- Procedures for Evaluating Employment Applications [18]
- Recruitment Flow Chart [19]
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Management Information Systems

• <u>Standard Operating Procedures</u> [21]

Materials Management

- <u>Buyer II</u> [22]
- Inventory Management [23]
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Planning and Development

- Facilities [25]
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