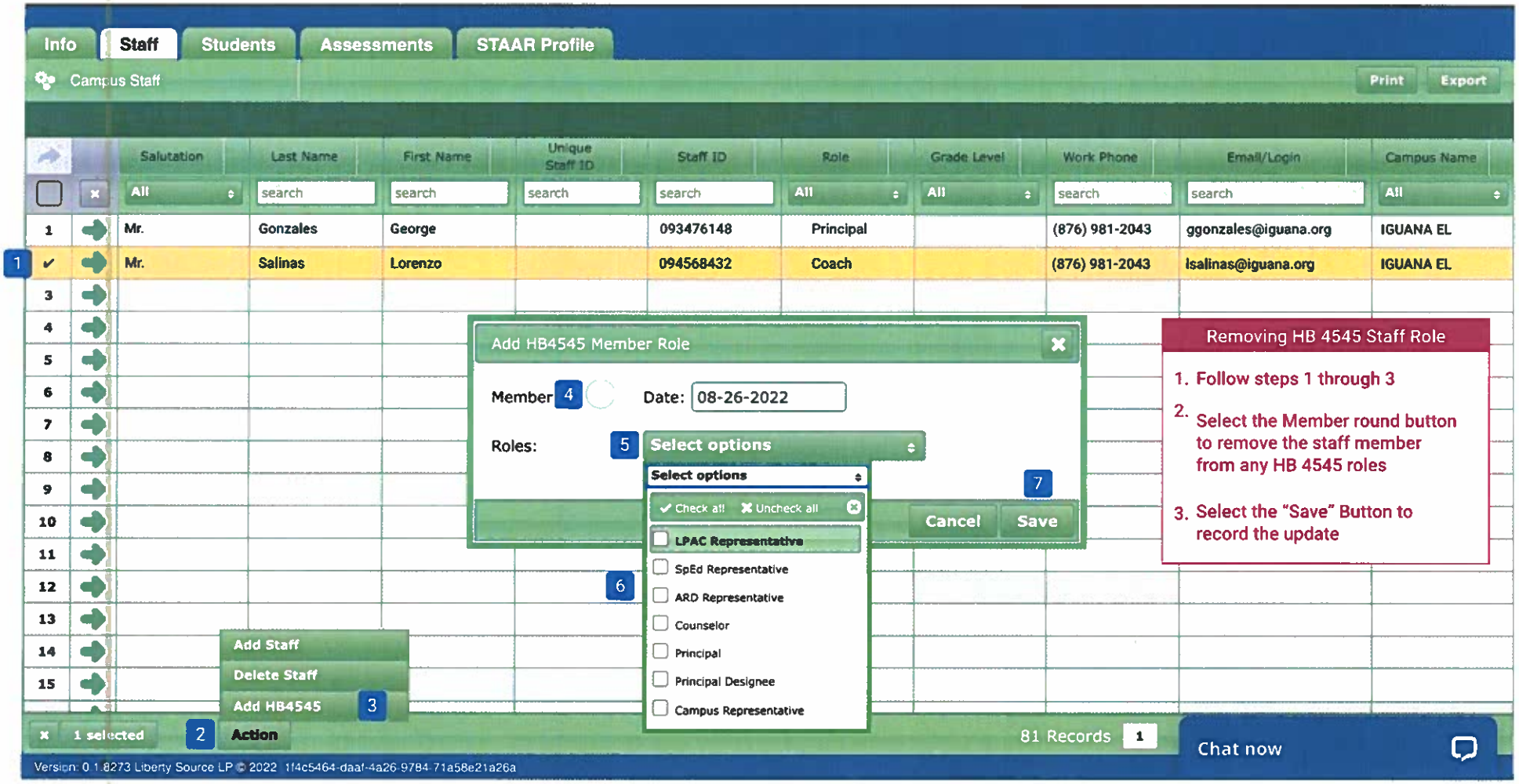
HB 4545 Committee Member Role Assignments

Trends

ASSIGN HB 4545 COMMITTEE MEMBERS FOR STUDENT REVIEW PARTICIPATION

The assignment of staff members to the HB 4545 committee is necessary for those staff members who will participate in the HB 4545 Accelerated Learning Committee review process. Follow the steps referenced below to assign campus staff members to the HB 4545 ALC.

1. Select the row number associated with the HB 4545 Committee Member
2. Select the "Action" Button
3. Select the "Add HB4545" Option
4. Select the round button to Activate the staff member
5. Select the HB 4545 Roles dropdown menu button
6. Select the HB 4545 Role(s) for the staff member
7. Select the "Save" button to apply the HB 4545 role to the staff member



Removing HB 4545 Staff Role

1. Follow steps 1 through 3
2. Select the Member round button to remove the staff member from any HB 4545 roles
3. Select the "Save" Button to record the update