



## **INSTITUTIONAL POLICY: PE-04**

Category: Personnel  
Subject: Recruitment and Hiring  
Effective Date: February 1, 1990  
Last Revision Date: March 23, 2006

### **PE 04-1. Authority**

- 1.1 WV Code §18B-1-6
- 1.2 WV CSR §133-4

### **PE 04-2. Policy**

The Recruitment for all positions at the West Virginia School of Osteopathic medicine, below that of the President, will be the responsibility of and coordinated by the Office of Human Resources. All committee recommendations for hiring will be conveyed to the Office of Human Resources in proper form for forwarding to the appropriate administrators with assurances of compliance with all institutional, state and federal hiring practices.