



# Wharton County Junior College

## PAID PROFESSIONAL ASSIGNMENT (PPA) REQUEST FORM

TO: Leigh Ann Collins

DATE: 8/1/2025

FROM: Carol Derkowski

DIV or UNIT: Allied Health division

SUBJ: PPA request for: Deborah Lutringer

Title of PPA activity: Interim director of Physical Therapist Assistance Program

Dates (or semesters) of activity: August 1, 2025- December 15, 2025

- A. **Activity and Expected Outcomes.** Provide a brief narrative description plus a list of tasks and expected outcomes (append add'l pages if necessary). If PPA duties are described in a college-approved job description, simply refer to that document.

**Serve as Interim PTA Director**

Supervise faculty  
Maintain compliance with CAPTE (accrediting agency)  
Advises students  
Verify course schedules  
Verify overloads and contracts  
Manages daily program operations

B. **Cost**

Type PPA	# PPA Pay Hours	PPA Salary	Total Costs
ON CONTRACT (release time from teaching)			
ON OVERLOAD (additional compensation)			\$ 2,400.00
TOTAL		\$ 0.00	\$ 2,400.00

Budget Number : 1110.14186.6091.102

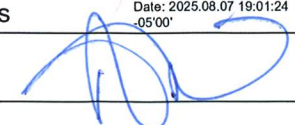
C. **Approvals**

Supervisor: Carol J. Derkowski, J. Derkowski, RDH, MAIE  
RDH, MAIE  
Digitally signed by Carol J. Derkowski, J. Derkowski, RDH, MAIE  
Date: 2025.08.04 09:24:51 -05'00'

Date: \_\_\_\_\_

VP: Leigh Ann Collins  
Digitally signed by Leigh Ann Collins  
Date: 2025.08.07 19:01:24 -05'00'

Date: \_\_\_\_\_

President: 

Date: 08/08/25