

Banner ID # @	Last Name Falcon, Jessica	First	Middle Initial	Telephone
Address		City	State	Zip

Part I: Check all that apply

Classification: <input checked="" type="radio"/> Administrative/Professional Staff <input type="radio"/> Faculty <input type="radio"/> Support Staff <input checked="" type="radio"/> Temporary <input type="radio"/> Regular	<input type="radio"/> Full-Time <input type="radio"/> Part-Time	<input type="checkbox"/> New Employee <input checked="" type="checkbox"/> Extension <input type="checkbox"/> Salary Adjustment <input type="checkbox"/> Separation (date: _____)	<input checked="" type="checkbox"/> Other (explain) Extension of temporary full time position
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Part II: Assignment/Accounting Number of months/weeks below notes how the position is funded; it does not guarantee employment status for a person. All Administrative/Professional and Faculty (Contract) and Support Staff (Non-Contract) employees are employed according to WCJC Policies and Procedures. Support Staff employees are at-will employees.

CURRENT Division/Unit: Student Success	Job Vacancy No.: (if applicable) 1509 A 008
Job Title/Position: TRiO SSS Director	Specialized Area: TRiO SSS Grant
Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No	Funded in which FY? FY22
Budget Number: 21176.6055.6185.400	Position No. (NBAPOSN): GND06T
Compensation: \$ 68,068	<input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)
Start Date: 09/01/21	End Date: n/a <input type="radio"/> At-will-employee <input checked="" type="radio"/> Per contract
	Hourly Rate: (Part-time only) \$ n/a per hr x n/a hrs/wk x n/a wks = \$ n/a per year
	If temporary, anticipated termination date: 08/31/22

Position is funded for the following number of months/weeks:
 9 months 10 1/2 months 12 months Other (specify)

PROPOSED Division/Unit: Student Success	Job Vacancy No.: (if applicable) 1509 A 008
Job Title/Position: TRiO SSS Director	Specialized Area: TRiO SSS Grant
Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No	Name of Replaced Employee: n/a
Budget Number: 21176.6055.6185.400	Funded in which FY? FY23
Budget Number: 21176.6055.6185.400	Position No. (NBAPOSN): GND06T
Compensation: \$ 68,068	<input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)
Start Date: 09/01/22	<input checked="" type="checkbox"/> At-will-employee <input checked="" type="checkbox"/> Per contract
	Hourly Rate: (Part-time only) \$ n/a per hr x n/a hrs/wk x n/a wks = \$ n/a per year
	If temporary, anticipated termination date: 08/31/23

Position is funded for the following number of months/weeks:
 9 months 10 1/2 months 12 months Other (specify)

Explanation of Action:

Part III: Position/Budget Authorization

Recommended by Supervisor/Department Head Lindsey McPherson	Date	Approved by Dean	Date
Approved by Division Chair	Date	Approved by Vice President Leigh Ann Collins	Date
Approved by Cabinet Level Supervisor	Date	Reviewed by Human Resources <i>[Signature]</i>	Date 7/25/22
Budget Approval <i>[Signature]</i>	Date 7/25/2022	Approved by President <i>[Signature]</i>	Date 7-26-22