

Banner ID # @	Last Name Pendergraft, Amy	First Amy	Middle Initial A	Telephone
Address		City		State Zip

Part I: Check all that apply

Classification: <input type="radio"/> Administrative/Professional Staff <input checked="" type="radio"/> Faculty <input type="radio"/> Support Staff <input type="radio"/> Temporary <input checked="" type="radio"/> Regular	<input type="checkbox"/> New Employee <input type="checkbox"/> Extension <input checked="" type="checkbox"/> Salary Adjustment <input type="checkbox"/> Separation (date: _____)	<input type="checkbox"/> Other (explain)
<input type="radio"/> Full-Time <input checked="" type="radio"/> Part-Time		

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: Allied Health		Job Vacancy No.: (if applicable) N/A
Job Title/Position: Instructor of ADN		Specialized Area: ADN
Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No		Funded in which FY? FY22
Budget Number: 1110-14181-6091-102		Position No. (NBAPOSN): ADN004
Compensation: \$ 66,556	<input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)	Hourly Rate: (Part-time only) \$ N/A per hr x N/A hrs/wk x N/A wks = \$ N/A per year
Sched FAC Grade 1 Step 22	<input type="checkbox"/> At-will-employee <input checked="" type="checkbox"/> Per contract	If temporary, anticipated termination date: N/A
Start Date: 01/01/13	End Date: N/A	
Position is funded for the following number of months/weeks: <input type="radio"/> 9 months <input checked="" type="radio"/> 10 ½ months <input type="radio"/> 12 months <input type="radio"/> Other (specify)		

PROPOSED Division/Unit: Allied Health		Job Vacancy No.: (if applicable) N/A
Job Title/Position: Instructor of ADN		Specialized Area: ADN
Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No		Funded in which FY? FY23
Budget Number: 1110-14181-6091-102		Position No. (NBAPOSN): ADN004
Compensation: \$ 67,140	<input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)	Hourly Rate: (Part-time only) \$ N/A per hr x N/A hrs/wk x N/A wks = \$ N/A per year
Sched FAC Grade 1 Step 23	<input type="checkbox"/> At-will-employee <input checked="" type="checkbox"/> Per contract	If temporary, anticipated termination date: N/A
Start Date: 08/22/22	End Date:	
Position is funded for the following number of months/weeks: <input type="radio"/> 9 months <input checked="" type="radio"/> 10 ½ months <input type="radio"/> 12 months <input type="radio"/> Other (specify)		

Explanation of Action:
Adjustment for longevity as agreed upon February/March 2015

Part III: Position/Budget Authorization

Recommended by Supervisor/Department Head Andrea Shropshire, DNP, MSN, RN <small>Digitally signed by Andrea Shropshire, DNP, MSN, RN Date: 2022.08.17 12:11:03 -05'00'</small>	Date Approved by Dean Donald S Smith <small>Digitally signed by Donald S Smith Date: 2022.08.17 13:38:39 -05'00'</small>
Approved by Division Chair Carol Derkowski <small>Digitally signed by Carol Derkowski Date: 2022.08.17 14:57:06 -05'00'</small>	Date Approved by Vice President Leigh Ann Collins <small>Digitally signed by Leigh Ann Collins Date: 2022.08.17 13:20:11 -05'00'</small>
Approved by Cabinet Level Supervisor	Date Reviewed by Human Resources <i>[Signature]</i>
Budget Approval <i>[Signature]</i>	Date Approved by President <i>[Signature]</i>