



Wharton County Junior College

Personnel Action Form Human Resources

Banner ID # @	Last Name Barbee, Amber	First	Middle Initial	Telephone
Address		City		State Zip

Part I: Check all that apply

Classification: ☒ Administrative/Professional Staff ☐ Faculty ☐ Support Staff ☐ Temporary ☒ Regular	☐ New Employee ☐ Extension ☐ Salary Adjustment ☐ Separation (date: _____)	☒ Other (explain) Change in title/assignment
☒ Full-Time ☐ 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: Access, Completion, and Transfer		Job Vacancy No.: (if applicable) 2206 A 028	
Job Title/Position: Director of Counseling and Disability Services		Specialized Area: Counseling and Disability Services	
Budgeted Position? ☒ Yes ☐ No		Funded in which FY? FY27	
Budget Number: 1110-14101-6093-503		Position No. (NBAPOSN): DIR021	
Compensation: \$ 84,393 ☒ Annual ☐ Hourly ☐ Other (explain)	Sched AA Grade AD6 Step n/a	Hourly Rate: (Part-time only) \$ n/a per hr x n/a hrs/wk x n/a wks = \$ n/a per year	
Start Date: 08/22/22	End Date: n/a	☐ At-will-employee ☒ Per contract	If temporary, anticipated termination date: n/a
Position is funded for the following number of months/weeks: ☐ 9 months ☐ 10 1/2 months ☒ 12 months ☐ Other (specify)			

PROPOSED Division/Unit: Access, Completion, and Transfer		Job Vacancy No.: (if applicable) 2608 A 030	
Job Title/Position: Dean of Students		Specialized Area: Dean of Students	
Budgeted Position? ☒ Yes ☐ No	Name of Replaced Employee: Lindsey McPherson		Funded in which FY? FY27
Budget Number: 1110-14100-6093-501		Position No. (NBAPOSN): DEA010	
Compensation: \$ 101,625 ☒ Annual ☐ Hourly ☐ Other (explain)	Sched AA Grade DEA Step n/a	Hourly Rate: (Part-time only) \$ n/a per hr x n/a hrs/wk x n/a wks = \$ n/a per year	
Start Date: 10/21/26		☐ At-will-employee ☒ Per contract	If temporary, anticipated termination date: n/a
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 David A. Byrd, Ph.D. Digitally signed by David A. Byrd, Ph.D. Date: 2026.09.29 11:47:55 -05'00'	Date	Approved by Dean Date
Approved by Division Chair Date	Approved by Vice President David A. Byrd, Ph.D. Digitally signed by David A. Byrd, Ph.D. Date: 2026.09.29 11:48:14 -05'00'	Date
Approved by Cabinet Level Supervisor David A. Byrd, Ph.D. Digitally signed by David A. Byrd, Ph.D. Date: 2026.09.29 11:48:05 -05'00'	Date	Reviewed by Human Resources Date
Budget Approval [Signature] Date: 9/30/26	Approved by President [Signature] Date: 09/30/26	Date