



Wharton County Junior College

Personnel Action Form Human Resources

Banner ID #	Last Name Mathews	First Robby	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 type="radio"/> Temporary <input checked="" type="radio"/> Regular	<input type="radio"/> New Employee <input type="radio"/> Extension <input type="radio"/> Salary Adjustment <input type="radio"/> Separation (date: _____)	<input checked="" type="checkbox"/> Other (explain) change in title/assignment
<input checked="" type="radio"/> Full-Time <input 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: Information Technology	Job Vacancy No.: (if applicable) 1305 A 014
Job Title/Position: Network Administrator	Specialized Area: Information Technology
Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No	Funded in which FY? FY19
Budget Number: 1110-13035-6093-6081	Position No. (NBAPOSN): ITN001
Compensation: \$ 70,736 <input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)	Hourly Rate: (Part-time only) \$ <u>NA</u> per hr x <u>NA</u> hrs/wk x <u>NA</u> wks = \$ <u>NA</u> per year
Start Date: 9/18/13	End Date: <input type="radio"/> At-will-employee <input checked="" type="radio"/> Per contract

Position is funded for the following number of months/weeks:
☐ 9 months ☐ 10 ½ months ☒ 12 months ☐ Other (specify)

PROPOSED Division/Unit: Technology	Job Vacancy No.: (if applicable) 1907 A 016
Job Title/Position: Director of Cyber Security	Specialized Area: Information Technology
Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No	Name of Replaced Employee: James Bullock
Budget Number: 1110-13037-6093-602	Position No. (NBAPOSN): DIR029
Compensation: \$ 84,068 <input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)	Hourly Rate: (Part-time only) \$ <u>NA</u> per hr x <u>NA</u> hrs/wk x <u>NA</u> wks = \$ <u>NA</u> per year
Start Date: 09/01/19	<input checked="" type="radio"/> At-will-employee <input type="radio"/> Per contract

Position is funded for the following number of months/weeks:
☐ 9 months ☐ 10 ½ months ☒ 12 months ☐ Other (specify)

Explanation of Action:

Part III: Position/Budget Authorization

Recommended by Supervisor/Department Head Pam Youngblood	Date	Approved by Dean	Date
Approved by Division Chair	Date	Approved by Vice President Pam Youngblood	Date
Approved by Cabinet Level Supervisor Pam Youngblood	Date	Reviewed by Human Resources	Date
Budget Approval B. R. Kocian	Date 9/9/19	Approved by President Boyd A. Meluskey	Date 9-9-19