



Banner ID #	Last Name Woods, David J.	First	Middle Initial	Telephone
Address		City		State Zip
<b>Part I: Check all that apply</b>				
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 checked="" type="checkbox"/> Other (explain)  Completion of 9 graduate hours (for a total of 36 graduate hours)
<input type="radio"/> Full-Time <input checked="" type="radio"/> Part-Time				
<b>Part II: Assignment/Accounting</b> 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.				
<b>CURRENT</b> Division/Unit: Technology & Business			Job Vacancy No.: (if applicable) 1201 F 005	
Job Title/Position: Instructor of Computer Science			Specialized Area: Computer Science	
Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No			Funded in which FY? FY19	
Budget Number: 1110-14809-6091-102			Position No. (NBAPOSN): CST009	
Compensation: \$ 55,050	<input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)	Sched FAC Grade 3 Step 16	Hourly Rate (Part-time only) \$ N/A per hr x _____ hrs/wk x _____ wks = \$ _____ per year	
Start Date: 08/20/12	End Date: N/A	<input type="radio"/> At-will-employee <input checked="" type="radio"/> Per contract	If temporary, anticipated termination date: N/A	
Position is funded for the following number of months/weeks: <input checked="" type="radio"/> 9 months <input type="radio"/> 10 1/2 months <input type="radio"/> 12 months <input type="radio"/> Other (specify)				
<b>PROPOSED</b> Division/Unit: Technology & Business			Job Vacancy No.: (if applicable) 1201 F 005	
Job Title/Position: Instructor of Computer Science			Specialized Area: Computer Science	
Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No			Funded in which FY? FY19	
Budget Number: 1110-14809-6091-102			Position No. (NBAPOSN): CST009	
Compensation: \$ 56,050	<input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)	Sched FAC Grade 4 Step 16	Hourly Rate (Part-time only) \$ N/A per hr x _____ hrs/wk x _____ wks = \$ _____ per year	
Start Date: 08/20/18		<input type="radio"/> At-will-employee <input checked="" type="radio"/> Per contract	If temporary, anticipated termination date: N/A	
Position is funded for the following number of months/weeks: <input checked="" type="radio"/> 9 months <input type="radio"/> 10 1/2 months <input type="radio"/> 12 months <input type="radio"/> Other (specify)				
Explanation of Action:				
<b>Part III: Position/Budget Authorization</b>				
Recommended by Supervisor/Department Head Stephen Lyford Digitally signed by Stephen Lyford Date: 2018.10.01 09:23:27 -05'00'		Approved by Dean Date		
Approved by Division Chair [Signature] 10-12-18		Approved by Vice President [Signature] 10-18-18		
Approved by Cabinet Level Supervisor Date		Reviewed by Human Resources [Signature] 11-9-18		
Budget Approval [Signature] 11/9/18		Approved by President [Signature] 11-9-18		