

Banner ID # @		Last Name Flores, Patricia		First	Middle Initial	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 checked="" type="checkbox"/> New Employee <input type="checkbox"/> Extension <input 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:				Job Vacancy No.: (if applicable)			
Job Title/Position:				Specialized Area:			
Budgeted Position? <input type="radio"/> Yes <input type="radio"/> No				Funded in which FY?			
Budget Number:				Position No. (NBAPOSN):			
Compensation:		<input type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)		Sched _____ Grade _____ Step _____		Hourly Rate: (Part-time only) \$ _____ per hr x _____ hrs/wk x _____ wks = \$ _____ per year	
Start Date:		End Date:		<input checked="" type="radio"/> At-will-employee <input type="radio"/> Per contract		If temporary, anticipated termination date:	
Position is funded for the following number of months/weeks: <input type="radio"/> 9 months <input 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) 2208 F 048			
Job Title/Position: Instructor of Associate Degree Nursing				Specialized Area: Associate Degree Nursing			
Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No		Name of Replaced Employee: Esther Kumar		Funded in which FY? FY23			
Budget Number: 1110-14181-6091-102				Position No. (NBAPOSN): ADN001			
Compensation: \$ 27,525		<input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)		Sched F _____ Grade 01 _____ Step 18 _____		Hourly Rate: (Part-time only) \$ n/a per hr x n/a hrs/wk x n/a wks = \$ n/a per year	
Start Date: 01/09/23				<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 ½ months <input type="radio"/> 12 months <input type="radio"/> Other (specify)							
Explanation of Action: (\$55,050 Annually 9 Mo.; \$27,525-starting Spring 2023)							
Part III: Position/Budget Authorization							
Recommended by Supervisor/Department Head Sandra Davis Digitally signed by Sandra Davis Date: 2022.11.02 16:08:23 -05'00'				Approved by Dean Donald S Smith Digitally signed by Donald S Smith Date: 2022.11.02 16:15:07 -05'00'			
Approved by Division Chair Carol Derkowski Digitally signed by Carol Derkowski Date: 2022.11.02 16:11:07 -05'00'				Approved by Vice President Leigh Ann Collins Digitally signed by Leigh Ann Collins Date: 2022.11.02 16:22:55 -05'00'			
Approved by Cabinet Level Supervisor				Reviewed by Human Resources			
Budget Approval B. B. Kocien Date: 11/15/2022				Approved by President Betty L. McLure Date: 11/15/22			