



Banner ID #	Last Name Moore, Demetrius	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 type="radio"/> Full-Time <input checked="" type="radio"/> Part-Time	<input type="checkbox"/> New Employee <input type="checkbox"/> Extension <input type="checkbox"/> Salary Adjustment <input type="checkbox"/> Separation (date: _____)	<input checked="" type="checkbox"/> Other (explain)  <b>change from temporary to regular full time.</b>
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**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: Math and Physical Science  
Job Vacancy No.: (if applicable) 1812 F 075

Job Title/Position: Temporary Instructor of Developmental Mathematics  
Specialized Area: Mathematics

Budgeted Position?  Yes  No  
Funded in which FY? FY20

Budget Number: 1110-14306-6091-100  
Position No. (NBAPOSN): DVM07T

Compensation: \$ 48,050	<input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)	Sched <u>FAC</u> Grade <u>1</u> Step <u>5</u>	Hourly Rate: (Part-time only) \$ <u>n/a</u> per hr x <u>n/a</u> hrs/wk x <u>n/a</u> wks = \$ <u>n/a</u> per year
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Start Date: 08/19/19  
End Date: n/a  
 At-will-employee  
 Per contract  
 If temporary, anticipated termination date: 10/31/19

Position is funded for the following number of months/weeks:  
 9 months  10 1/2 months  12 months  Other (specify)

**PROPOSED** Division/Unit: Math and Physical Science  
Job Vacancy No.: (if applicable) 1909 F 049

Job Title/Position: Instructor of Developmental Mathematics  
Specialized Area: Mathematics

Budgeted Position?  Yes  No  
Name of Replaced Employee: n/a  
Funded in which FY? FY20

Budget Number: 1110-14306-6091-100  
Position No. (NBAPOSN): DVM007

Compensation: \$ 48,050	<input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)	Sched <u>FAC</u> Grade <u>1</u> Step <u>5</u>	Hourly Rate: (Part-time only) \$ <u>n/a</u> per hr x <u>n/a</u> hrs/wk x <u>n/a</u> wks = \$ <u>n/a</u> per year
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Start Date: 11/01/19  
 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 <i>Yvonne Smith</i> 9-27-19	Date	Approved by Dean	Date
Approved by Division Chair <i>Genif Mench</i> 9-27-19	Date	Approved by Vice President <i>Lac</i> 10-8-19	Date
Approved by Cabinet Level Supervisor	Date	Reviewed by Human Resources <i>Jefferson</i> 10-14-19	Date
Budget Approval <i>B. Stacia</i> 10/14/19	Date	Approved by President <i>Deety A. Maceo</i> 10-14-19	Date