

Banner ID #	Last Name Falcon	First Jessica	Middle Initial R	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 checked="" type="radio"/> Temporary <input checked="" type="radio"/> Full-Time <input type="radio"/> Regular <input type="radio"/> Part-Time	<input type="checkbox"/> New Employee <input checked="" type="checkbox"/> Extension <input type="checkbox"/> Salary Adjustment <input type="checkbox"/> Separation (date: _____)	<input type="checkbox"/> Other (explain)
---	---	--

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: TRIO Student Support Services Grant	Job Vacancy No.: (if applicable) 1509 A 008
Job Title/Position: TRIO Student Support Services Project Director	Specialized Area: TRIO Grant
Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No	Funded in which FY? FY16
Budget Number: 21170-6055-6185-400	Position No. (NBAPOSN): GND06T
Compensation: \$ 62,068 <input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)	Sched CA _____ Grade 4 _____ Step 7 _____ Hourly Rate: (Part-time only) \$ N/A per hr x N/A hrs/wk x N/A wks = \$ N/A per year
Start Date: 09/01/15 End Date: N/A	<input checked="" type="radio"/> At-will-employee <input type="radio"/> Per contract If temporary, anticipated termination date: 08/31/16

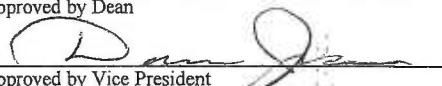
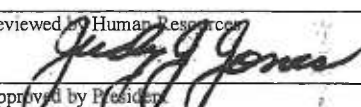

Position is funded for the following number of months/weeks:
 9 months 10 1/2 months 12 months Other (specify)

PROPOSED Division/Unit: TRIO Student Support Services Grant	Job Vacancy No.: (if applicable) 1509 A 008
Job Title/Position: TRIO Student Support Services Project Director	Specialized Area: TRIO Grant
Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No Name of Replaced Employee: N/A	Funded in which FY? FY17
Budget Number: 21171 -6055-6185-400	Position No. (NBAPOSN): GND06T
Compensation: \$ 62,068 64,068 ^{OP} <input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)	Sched CA _____ Grade 4 _____ Step 7 8 DR _____ Hourly Rate: (Part-time only) \$ N/A per hr x N/A hrs/wk x N/A wks = \$ N/A per year
Start Date: 9/01/16	<input checked="" type="radio"/> At-will-employee <input type="radio"/> Per contract If temporary, anticipated termination date: 08/31/17

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 Marybelle Perez <small>Digitally signed by Marybelle Perez DN: cn=Marybelle Perez Date: 2016.07.25 10:26:33 -0500</small>	Date	Approved by Dean 	Date 8-2-16
Approved by Division Chair	Date	Approved by Vice President	Date
Approved by Cabinet Level Supervisor	Date	Reviewed by Human Resources 	Date 09/26/16
Budget Approval 	Date 9/26/16	Approved by President 	Date 9-26-16

DB