



Personnel Action Form
Human Resources

Banner ID # _____		Last Name Case, Dennis "Keith"		First	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="checkbox"/> New Employee <input type="checkbox"/> Extension <input type="checkbox"/> Salary Adjustment <input type="checkbox"/> Separation (date: _____)		<input checked="" type="checkbox"/> Other (explain) Change in title/assignment		
<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: Athletics				Job Vacancy No.: (if applicable) 1304 F 038		
Job Title/Position: Head Baseball Coach				Specialized Area: Baseball		
Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No				Funded in which FY? FY19		
Budget Number: 1110-14309-6091-100 70.9%, 3914-354-6091-901 29.10%				Position No. (NBAPOSN): BBC001		
Compensation: \$ 61,307		<input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)		Sched <u>FAC</u> Grade <u>1</u> Step <u>15</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
Start Date: 07/01/2013		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 type="radio"/> 9 months <input checked="" type="radio"/> 10 ½ months <input type="radio"/> 12 months <input type="radio"/> Other (specify)						
PROPOSED Division/Unit: Athletics				Job Vacancy No.: (if applicable) 1903 F 012		
Job Title/Position: Director of Athletics				Specialized Area: Athletics		
Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No		Name of Replaced Employee: Eugene Bahnsen		Funded in which FY? FY19		
Budget Number: 1110-14309-6091-100 42.5%; 3914-351-6093-901 57.5%				Position No. (NBAPOSN): DIR033		
Compensation: \$ 78,068		<input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)		Sched <u>CA</u> Grade <u>15</u> Step <u>15</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
Start Date: 08/19/19				<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 type="radio"/> 9 months <input type="radio"/> 10 ½ months <input checked="" type="radio"/> 12 months <input type="radio"/> Other (specify)						
Explanation of Action:						
Part III: Position/Budget Authorization						
Recommended by Supervisor/Department Head				Date		
Approved by Division Chair				Date		
Approved by Cabinet Level Supervisor				Date		
<i>Betty A. Melich</i> 8-20-19				Reviewed by Human Resources		
Budget Approval <i>B. Kocian</i> 8/20/19				Approved by President <i>Betty A. Melich</i> 8-20-19		