

Personnel Action Form
Human Resources

Banner ID # @	Last Name GOINS, NATASHA	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 checked="" type="checkbox"/> Salary Adjustment <input type="checkbox"/> Separation (date: _____)	<input type="checkbox"/> Other (explain)
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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: ALLIED HEALTH	Job Vacancy No.: (if applicable) 1302-F-024
Job Title/Position: INSTRUCTOR ASSOCIATE DEGREE NURSING	Specialized Area: NURSING
Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No	Funded in which FY? FY19
Budget Number: 1610 1410 .14181.6091.102	Position No. (NBAPOSN): ADN009
Compensation: 62K \$ 62,550	<input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)
Sched FAC Grade 2A Step 32	Hourly Rate: (Part-time only) \$ NA per hr x NA hrs/wk x NA wks = \$ NA per year
Start Date: 08-20-2018	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:
 9 months 10 1/2 months 12 months Other (specify)

PROPOSED Division/Unit: ALLIED HEALTH	Job Vacancy No.: (if applicable) 1302-F-024
Job Title/Position: INSTRUCTOR ASSOCIATE DEGREE NURSING	Specialized Area: NURSING
Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No	Name of Replaced Employee: NA
Funded in which FY? FY20	
Budget Number: 1610 1410 .14181.6091.102	Position No. (NBAPOSN): ADN009
Compensation: 63K \$ 63,050	<input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)
Sched FAC Grade 2A Step 33	Hourly Rate: (Part-time only) \$ NA per hr x NA hrs/wk x NA wks = \$ NA per year
Start Date: 08-19-2019	<input checked="" type="checkbox"/> At-will-employee <input checked="" type="checkbox"/> Per contract
If temporary, anticipated termination date:	

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

Explanation of Action:
ADJUSTMENT FOR LONGEVITY AS AGREED UPON FEBRUARY/MARCH 2015

Part III: Position/Budget Authorization

Recommended by Supervisor/Department Head Andrea Shropshire, DNP, MSN, RN <small>Digitally signed by Andrea Shropshire, DNP, MSN, RN DN: cn=Andrea Shropshire, DNP, MSN, RN, o=Wharton County Junior College, ou=Associate Degree Nursing, email=ashropshire@wcjc.edu, cn=US Date: 2019.07.08 10:22:10 -0500</small>	Date	Approved by Dean Paul J. Quinn <small>Digitally signed by Paul J. Quinn Date: 2019.07.12 11:09:55 -05'00'</small>	Date
Approved by Division Chair Carol Derkowski <small>Digitally signed by Carol Derkowski Date: 2019.07.11 10:04:06 -05'00'</small>	Date	Approved by Vice President <i>Liu</i>	Date 7-15-19
Approved by Cabinet Level Supervisor	Date	Reviewed by Human Resources <i>Judy J. Jones</i>	Date 07/22/19
Budget Approval <i>B. Stacion</i>	Date 7/18/19	Approved by President <i>Betty L. Melnick</i>	Date 7-23-19

RECEIVED

Vice President of Instruction
Date: 7/12/19 Initial: TC

DP