



**Wharton County
Junior College**

**PAID PROFESSIONAL
ASSIGNMENT (PPA)
REQUEST FORM**

TO: President Betty McCrohan

DATE: June 1, 2021

FROM: Pam Youngblood

DIV or UNIT: Technology

SUBJ: PPA request for: Robby Mathews
 Title of PPA activity: Extra responsibilities pertaining to Network Services
 Dates (or semesters) of activity: June 1 - 30, 2021

A. **Activity and Expected Outcomes.** Provide a brief narrative description plus a list of tasks and expected outcomes (append add'l pages if necessary). If PPA duties are described in a college-approved job description, simply refer to that document.

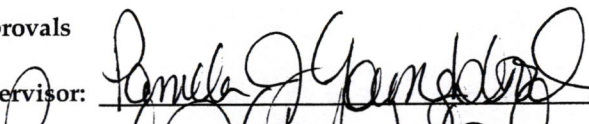
Mr. Mathews is the Director of Cyber Security. Due to the medical absence of the Manager of Technical Services, Mr. Mathews has also been overseeing the responsibilities of the department of Network Services. These responsibilities include supervising the five IT Technicians, maintaining the renewal of contracts, coordinating network tasks with RockIT, and overseeing IT projects.

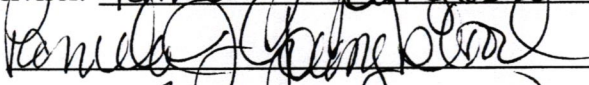
B. **Cost**

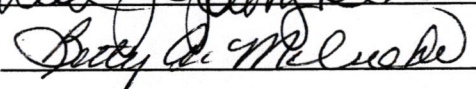
| Type PPA | # PPA Pay Hours | PPA Salary | Total Costs |
|---|-----------------|-------------|-------------|
| ON CONTRACT (release time from teaching) | | | |
| ON OVERLOAD (additional compensation) | | \$ 1,000.00 | \$ 1,000.00 |
| TOTAL | | \$ 1,000.00 | \$ 1,000.00 |

Budget Number : 1110.13037.6094.602

C. **Approvals**

Supervisor:  Date: 6-7-2021

VP:  Date: 6-7-2021

President:  Date: 6-7-2021