

Banner ID # @	Last Name Guerra	First Shayna	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 checked="" type="radio"/> Temporary <input type="radio"/> Regular	<input type="radio"/> Full-Time <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: Student Success	Job Vacancy No.: (if applicable) 1901 A 003
Job Title/Position: TRIO SSS Advisor/Coordinator	Specialized Area: TRIO SSS Grant
Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No	Funded in which FY? FY24
Budget Number: 21178-6055-6186-400	Position No. (NBAPOSN): GNC12T
Compensation: \$ 62,074	Hourly Rate: (Part-time only) \$ N/A per hr x N/A hrs/wk x N/A wks = \$ N/A per year
Start Date: 09/01/23	End Date: 08/31/24
<input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)	<input checked="" type="radio"/> At-will-employee <input type="radio"/> Per contract
Position is funded for the following number of months/weeks: <input type="radio"/> 9 months <input type="radio"/> 10 1/2 months <input checked="" type="radio"/> 12 months <input type="radio"/> Other (specify)	

PROPOSED Division/Unit: Student Success	Job Vacancy No.: (if applicable) 1901 A 003
Job Title/Position: TRIO SSS Advisor/Coordinator	Specialized Area: TRIO SSS Grant
Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No	Name of Replaced Employee:
Budget Number: 21179-6055-6186-400	Position No. (NBAPOSN): GNC12T
Compensation: \$ 64,742	Hourly Rate: (Part-time only) \$ N/A per hr x N/A hrs/wk x N/A wks = \$ N/A per year
Start Date: 09/01/24	End Date: 08/31/25
<input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)	<input checked="" type="radio"/> At-will-employee <input checked="" type="radio"/> Per contract
Position is funded for the following number of months/weeks: <input type="radio"/> 9 months <input type="radio"/> 10 1/2 months <input checked="" type="radio"/> 12 months <input type="radio"/> Other (specify)	

Explanation of Action:
Continuation of Grant

Part III: Position/Budget Authorization	
Recommended by Supervisor/Department Head Jessica Falcon Digitally signed by Jessica Falcon Date: 2024.07.26 08:56:38 -05'00'	Date
Approved by Division Chair	Date
Approved by Cabinet Level Supervisor	Date
Budget Approval <i>Betty A. McCreath</i> 9/28/24	Date
Approved by Dean Lindsey McPherson Digitally signed by Lindsey McPherson DN: cn=Lindsey McPherson, o=WCJC, ou, email=mcpherson@wcjc.edu, c=US Date: 2024.08.24 16:34:57 -0500	Date
Approved by Vice President Leigh Ann Collins Digitally signed by Leigh Ann Collins Date: 2024.08.26 07:43:26 -05'00'	Date
Reviewed by Human Resources <i>Carol Ahman</i> 08/28/24	Date
Approved by President <i>Betty McCreath</i> 9-3-24	Date

km