



Banner ID #	Last Name Celaya, Amanda	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 type="radio"/> Part-Time	<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 from temporary full time to regular full time
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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: Math, Readiness, and Justice	Job Vacancy No.: (if applicable) 1507 F 042
Job Title/Position: Instructor of Mathematics	Specialized Area: Math
Budgeted Position? <input type="radio"/> Yes <input type="radio"/> No	Funded in which FY? FY 15
Budget Number: 1110.14305.6091.100	Position No. (NBAPOSN): MAT04T
Compensation: \$ 43,550 <input type="radio"/> Annual <input checked="" type="radio"/> Hourly <input type="radio"/> Other (explain)	Sched FAC _____ Grade 1 _____ Step 1 _____ Hourly Rate: (Part-time only) \$ N/A per hr x _____ hrs/wk x _____ wks = \$ _____ per year
Start Date: 8/24/15	End Date: N/A
<input type="radio"/> At-will-employee	<input checked="" type="radio"/> Per contract
	If temporary, anticipated termination date: 5/31/16

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

PROPOSED Division/Unit: Math, Readiness, and Justice	Job Vacancy No.: (if applicable) 1510 F 065
Job Title/Position: Instructor of Mathematics	Specialized Area: Math
Budgeted Position? <input type="radio"/> Yes <input type="radio"/> No	Name of Replaced Employee: Will Heierman
Budget Number: 1110.14305.6091.100	Funded in which FY? FY 16
Budget Number: 1110.14305.6091.100	Position No. (NBAPOSN): MAT004
Compensation: \$ 43,550 <input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)	Sched FAC _____ Grade 1 _____ Step 1 _____ Hourly Rate: (Part-time only) \$ N/A per hr x _____ hrs/wk x _____ wks = \$ _____ per year
Start Date: 6/01/16	End Date: N/A
<input checked="" type="checkbox"/> At-will-employee	<input checked="" type="checkbox"/> Per contract
	If temporary, anticipated termination date: N/A

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 Jennifer Mauch <small>Digitally signed by Jennifer Mauch DN: cn=Jennifer Mauch, ou=Wharton County Junior College, ou=Mathematics, email=jmauch@wcjc.edu, c=US Date: 2016.03.08 15:22:48 -0600</small>	Date	Approved by Dean	Date
Approved by Division Chair G.G. Hunt <small>Digitally signed by G.G. Hunt Date: 2016.03.08 13:25:44 -06'00'</small>	Date	Approved by Vice President <i>Jac</i> 3-10-16	Date
Approved by Cabinet Level Supervisor	Date	Reviewed by Human Resources <i>Judy J. Jones</i> 03/11/16	Date
Budget Approval <i>B. St. Peter</i>	Date 3/11/16	Approved by President <i>Betsy A. Melnick</i> 3-21-16	Date