

Banner ID # @	Last Name McPherson, Lindsey	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="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)  <b>Change in title/assignment</b>
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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: Instruction

Job Title/Position: Associate Vice President of Academic Affairs

Budgeted Position?  Yes  No

Budget Number: 1110-14100-6093-501

Compensation: \$ 114,099

Start Date: 05/01/24

End Date: n/a

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

**PROPOSED** Division/Unit: Administration

Job Title/Position: Chief of Staff

Budgeted Position?  Yes  No Name of Replaced Employee: Mike Wilkinson

Budget Number: 1110-110-6093-6001

Compensation: \$ 120,102

Start Date: 08/01/26

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	Date	Approved by Dean	Date
Approved by Division Chair	Date	Approved by Vice President	Date
Approved by Cabinet Level Supervisor Amanda A. Allen	Date	Reviewed by Human Resources	Date
Budget Approval	Date	Approved by President	Date

Digitally signed by Amanda A. Allen  
Date: 2026.05.11 15:00:15 -05'00'

5-12-2026