

Banner ID #	Last Name Whitley, Kelley	First	Middle Initial	Telephone
Address 1051	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 checked="" type="checkbox"/> Salary Adjustment <input type="checkbox"/> Separation (date: _____)	<input checked="" type="checkbox"/> Other (explain) Change in contract length from 10.5 to 12 month
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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: Life and Physical Science

Job Title/Position: Instructor of Chemistry

Budgeted Position? Yes No

Budget Number: 1110-14302-6091-100

Compensation: \$ 59,558

Start Date: 01/11/16

Job Vacancy No.: (if applicable) 1511 F 070

Specialized Area: Chemistry

Funded in which FY? FY17

Position No. (NBAPOSN): CHM007

Hourly Rate: (Part-time only) \$ N/A per hr x _____ hrs/wk x _____ wks = \$ _____ per year

End Date: N/A

At-will-employee 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)

PROPOSED Division/Unit: Life and Physical Science

Job Title/Position: Instructor of Chemistry

Budgeted Position? Yes No

Name of Replaced Employee: N/A

Budget Number: 1110-14302-6091-100 ³⁷⁵⁹² ~~1110-14302-6091-100~~ ⁶²⁵⁹² ~~1110-14302-6091-100~~

Compensation: \$ 68,067

Start Date: 09/01/17

Job Vacancy No.: (if applicable) 1511 F 070

Specialized Area: Chemistry

Funded in which FY? FY18

Position No. (NBAPOSN): CHM007

Hourly Rate: (Part-time only) \$ N/A per hr x _____ hrs/wk x _____ wks = \$ _____ per year

End Date: N/A

At-will-employee 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	Date	Approved by Dean	Date
Approved by Division Chair	Date	Approved by Vice President Leigh Ann Collins	Date
Approved by Cabinet Level Supervisor	Date	Reviewed by Human Resources Judy G. Johnson	Date 6-26-17
Budget Approval B. Okocin	Date 4/24/17	Approved by President Betsy A. McArthur	Date 6-26-17