

Banner ID #	Last Name Moore, Demetrius K.	First	Middle Initial	Telephone
Address		City	State	ZIP

Part I: Check all that apply

Classification: <input type="radio"/> Administrative/Professional Staff <input type="radio"/> Faculty <input type="radio"/> Support Staff <input checked="" type="radio"/> Temporary <input type="radio"/> Regular	<input checked="" type="checkbox"/> New Employee <input type="checkbox"/> Extension <input type="checkbox"/> Salary Adjustment <input type="checkbox"/> Separation (date: _____)	<input type="checkbox"/> Other (explain)
<input checked="" type="radio"/> Full-Time <input type="radio"/> Part-Time		

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:	Job Vacancy No.: (if applicable)		
Job Title/Position:	Specialized Area:		
Budgeted Position? <input type="radio"/> Yes <input type="radio"/> No	Funded in which FY?		
Budget Number:	Position No. (NBAPOSN):		
Compensation: <input type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)	Sched _____ Grade _____ Step _____	Hourly Rate: (Part-time only) \$ _____ per hr x _____ hrs/wk x _____ wks = \$ _____ per year	
Start Date:	End Date:	<input checked="" type="radio"/> At-will-employee <input type="radio"/> Per contract	If temporary, anticipated termination date:
Position is funded for the following number of months/weeks: <input type="radio"/> 9 months <input type="radio"/> 10 1/2 months <input type="radio"/> 12 months <input type="radio"/> Other (specify)			

PROPOSED Division/Unit: Math and Physical Science	Job Vacancy No.: (if applicable) 1812 F 075	
Job Title/Position: Temporary Instructor of Developmental Math	Specialized Area: Math	
Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No	Name of Replaced Employee: N/A	Funded in which FY? FY19
Budget Number: 1110-14306-6091-100	Position No. (NBAPOSN): DVM07T	
Compensation: <input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)	Sched <u>FAC</u> Grade <u>1</u> Step <u>5</u>	Hourly Rate: (Part-time only) \$ <u>N/A</u> per hr x _____ hrs/wk x _____ wks = \$ _____ per year
Start Date: 08/19/19	<input checked="" type="checkbox"/> At-will-employee <input checked="" type="checkbox"/> Per contract	If temporary, anticipated termination date: 05/31/20
Position is funded for the following number of months/weeks: <input checked="" type="radio"/> 9 months <input type="radio"/> 10 1/2 months <input type="radio"/> 12 months <input type="radio"/> Other (specify)		

Explanation of Action:

Part III: Position/Budget Authorization

Recommended by Supervisor/Department Head Yvonne Smith <small>Digitally signed by Yvonne Smith DN: cn=Yvonne Smith, o=WCJC, ou=Math and Physical Science, email=smithy@wcjc.edu, c=US Date: 2019.03.04 12:40:17 -0600</small>	Date	Approved by Dean 	Date
Approved by Division Chair Jennifer Mauch <small>Digitally signed by Jennifer Mauch DN: cn=Jennifer Mauch, o=Wharton County Junior College, email=mauchj@wcjc.edu, c=US Date: 2019.03.05 11:37:58 -0600</small>	Date	Approved by Vice President <i>Jac</i>	Date 3-6-19
Approved by Cabinet Level Supervisor	Date	Reviewed by Human Resources <i>Judy J Jones</i>	Date 03/19/19
Budget Approval <i>B. Okonoi</i>	Date 3/19/19	Approved by President <i>Betty A. Malibu</i>	Date 3-19-19