



**Wharton County  
Junior College**

**Personnel Action Form**  
Human Resources

Banner ID # @	Last Name Johnson, William	First	Middle Initial	Telephone
Address		City		State Zip

**Part I: Check all that apply**

Classification: <input checked="" type="radio"/> Administrative/Professional Staff <input checked="" type="radio"/> Faculty <input checked="" type="radio"/> Support Staff <input checked="" type="radio"/> Temporary <input checked="" type="radio"/> Regular	<input type="checkbox"/> New Employee <input type="checkbox"/> Extension <input type="checkbox"/> Salary Adjustment <input checked="" type="checkbox"/> Separation (date: 08/31/22)	<input type="checkbox"/> Other (explain)  <b>Retirement</b>
<input checked="" type="radio"/> Full-Time <input checked="" 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.

<b>CURRENT</b> Division/Unit: Social and Behavioral Science Division		Job Vacancy No.: (if applicable) 1411 F 061	
Job Title/Position: Instructor of Sociology		Specialized Area: Sociology	
Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No		Funded in which FY? FY22	
Budget Number: 1610-14705-6091-100		Position No. (NBAOSN): SOC002	
Compensation: \$ 52,550	<input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)	Sched FAC Grade 1 Step 14	Hourly Rate: (Part-time only) \$ n/a per hr x n/a hrs/wk x n/a wks = \$ n/a per year
Start Date: 8/24/15	End Date: 08/31/22	<input checked="" type="radio"/> At-will-employee <input type="radio"/> 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)

<b>PROPOSED</b> Division/Unit:		Job Vacancy No.: (if applicable)	
Job Title/Position:		Specialized Area:	
Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No	Name of Replaced Employee:	Funded in which FY?	
Budget Number:		Position No. (NBAOSN):	
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:		<input checked="" type="checkbox"/> At-will-employee <input type="checkbox"/> Per contract	If temporary, anticipated termination date:

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

Explanation of Action:  
 Mr. Johnson is retiring from his position as Instructor of Sociology effective at the end of the Spring 2022 semester.

**Part III: Position/Budget Authorization**

Recommended by Supervisor/Department Head <b>Wiley Parkman</b> Digitally signed by Wiley Parkman Date: 2022.03.30 10:56:39 -05'00'	Date	Approved by Dean	Date
Approved by Division Chair <b>Amanda Shelton</b> Digitally signed by Amanda Shelton Date: 2022.03.30 12:13:10 -05'00'	Date	Approved by Vice President <b>Leigh Ann Collins</b> Digitally signed by Leigh Ann Collins Date: 2022.03.30 12:40:53 -05'00'	Date
Approved by Cabinet Level Supervisor	Date	Reviewed by Human Resources <i>[Signature]</i>	Date
Budget Approval <i>[Signature]</i>	Date 03/31/2022	Approved by President <i>[Signature]</i>	Date 3/31/22