



# Wharton County Junior College

## PAID PROFESSIONAL ASSIGNMENT (PPA) REQUEST FORM

TO: Jodi Hutchinson  
DATE: 5/7/25  
FROM: 6/20/25  
DIV or UNIT: Title V  
SUBJ: PPA request for: Teach condensed PSYC 1300 for summer bridge program  
Title of PPA activity: Summer Bridge Instructor 2025 Luc  
Dates (or semesters) of activity: \_\_\_\_\_

- A. **Activity and Expected Outcomes.** Provide a brief narrative description plus a list of tasks and expected outcomes (append add'l pages if necessary). If PPA duties are described in a college-approved job description, simply refer to that document.

Jodie will design and create a condensed non credit course based on PSYC 1300 - learning frameworks - and teach it to summer bridge students. Pay is \$1200 and includes time for designing course content and materials, preparation time, and instructional time.

B. **Cost**

Type PPA	# PPA Pay Hours	PPA Salary	Total Costs
ON CONTRACT (release time from teaching)			
ON OVERLOAD (additional compensation)		\$ 1,200.00	\$ 1,200.00
TOTAL		\$ 1,200.00	\$ 1,200.00

Budget Number : 21184-6071-6180-501

C. **Approvals**

Supervisor: [Signature]

Date: 5/7/25

VP: Luc

Date: 5-7-25

President: [Signature]

Date: 5-8-25