



**Wharton County
Junior College**

**PAID PROFESSIONAL
ASSIGNMENT (PPA)
REQUEST FORM**

TO: President Betty McCrohan

DATE: September 20, 2016

FROM: Bryce D. Kocian

DIV or UNIT: Administrative Services

SUBJ: PPA request for: Robert Wolter

Title of PPA activity: Oversee Sugar Land Administrative Functions

Dates (or semesters) of activity: 09/01/2016 - 12/31/2016

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.

Mr. Wolter has been re-assigned to the position of Director of the Richmond Campus. Until a replacement is hired to replace him at the Sugar Land Campus, he will oversee both campuses.

B. **Cost**

Type PPA	# PPA Pay Hours	PPA Salary	Total Costs
ON CONTRACT (release time from teaching)			
ON OVERLOAD (additional compensation)		\$2,000.00	\$2,000.00
TOTAL		\$2,000.00	\$2,000.00

BUDGET NUMBER: 1610-113-6094-400

C. **Approvals**

Supervisor: B D Kocian

Date: 9/20/16

VPI: _____

Date: _____

President: Betty A. McCrohan

Date: 9-20-16