

Banner ID #	Last Name Gustavus, Tina	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 checked="" type="checkbox"/> Other (explain) change from part time to full time temporary
<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 type="radio"/> At-will-employee <input type="radio"/> Per contract

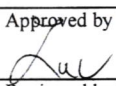
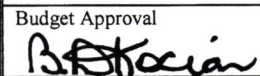
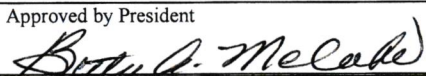
Position is funded for the following number of months/weeks:
 9 months 10 1/2 months 12 months Other (specify)

PROPOSED Division/Unit: Math and Physical Science	Job Vacancy No.: (if applicable) 1905 F 025
Job Title/Position: Temporary Full Time Developmental Math Instructor	Specialized Area: Math
Budgeted Position? <input type="radio"/> Yes <input checked="" type="radio"/> No	Funded in which FY? FY20
Name of Replaced Employee: N/A	Position No. (NBAPOSN): DVM05T
Budget Number: 1110.14306.6091.100	
Compensation: \$ 24,025 <input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)	Sched FAC Grade 1 Step 6 Hourly Rate: (Part-time only) \$ N/A 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: 12/13/2019

Position is funded for the following number of months/weeks:
 9 months 10 1/2 months 12 months Other (specify) **Fall 2019 Semester Only**

Explanation of Action:

Part III: Position/Budget Authorization

Recommended by Supervisor/Department Head Yvonne Smith <small>Digitally signed by Yvonne Smith Date: 2019.05.30 10:56:45 -05'00'</small>	Approved by Dean Date
Approved by Division Chair Jennifer Mauch <small>Digitally signed by Jennifer Mauch, o. ourWharton County Junior College, email=jmauch@wcjc.edu, c=US Date: 2019.05.30 13:10:39 -05'00'</small>	Approved by Vice President  Date: 6-19-19
Approved by Cabinet Level Supervisor	Reviewed by Human Resources Date
Budget Approval  Date: 6/25/19	Approved by President  Date: 6-25-19