



**Wharton County
Junior College**

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

TO: President Betty McCrohan

DATE: June 6, 2017

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: 6/1/17 - 8/31/17

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)		\$3,000.00	\$3,000.00
TOTAL		\$ 3,000.00	\$ 3,000.00

BUDGET NUMBER: 1610-113-6094-400

C. Approvals

Supervisor: B. D. Kocian

Date: 06/06/2017

VPI: _____

Date: _____

President: Betty D. McCrohan

Date: 6-7-17