



Wharton County Junior College

PAID PROFESSIONAL ASSIGNMENT (PPA) REQUEST FORM

TO: Leigh Ann Collins

DATE: 8/1/2025

FROM: Carol Derkowski

DIV or UNIT: Allied Health division

SUBJ: PPA request for: Deborah Lutringer

Title of PPA activity: Interim director of Physical Therapist Assistance Program

Dates (or semesters) of activity: August 1, 2025- December 15, 2025

- 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.

Serve as Interim PTA Director

- Supervise faculty
- Maintain compliance with CAPTE (accrediting agency)
- Advise students
- Verify course schedules
- Verify overloads and contracts
- Manages daily program operations

B. **Cost**

Type PPA	# PPA Pay Hours	PPA Salary	Total Costs
ON CONTRACT (release time from teaching)			
ON OVERLOAD (additional compensation)			\$ 2,400.00
TOTAL		\$ 0.00	\$ 2,400.00

Budget Number : 1110.14186.6091.102

C. **Approvals**

Supervisor: Carol J. Derkowski, RDH, MAIE
Digitally signed by Carol J. Derkowski, RDH, MAIE
Date: 2025.08.04 09:24:51 -05'00'

VP: Leigh Ann Collins
Digitally signed by Leigh Ann Collins
Date: 2025.08.07 19:01:24 -05'00'

President: Amanda Allen
Date: 09/01/2025