



**Wharton County
Junior College**

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

TO: Leigh Ann Collins

DATE: 4/20/2022

FROM: Michele Betancourt; Jennifer Mauch

DIV or UNIT: Distance Educations; Math and Physical Science

SUBJ: PPA request for: Xuan Wu (
 Title of PPA activity: Online PHYS 1401 Master Course Dev.
 Dates (or semesters) of activity: Spring 2022

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.

Develop Online PHYS 1401 as master course to be delivered in Fall 2022 in the new D2L Brightspace learning environment.

1. Meet with DE Staff to review standards and expectations.
2. Submit completed "Getting Started" Module for review.
3. Submit one completed Learning Module for review.
4. Submit Final Course for Review.

a. Make any required revision indicated on OCE and Accessibility Feedback Form before start of course

B. **Cost**

Type PPA	# PPA Pay Hours	PPA Salary	Total Costs
ON CONTRACT (release time from teaching)			
ON OVERLOAD (additional compensation)		\$ 2,100.00	\$ 2,100.00
TOTAL		\$ 2,100.00	\$ 2,100.00

Budget Number : 21157.6068.6092.501/Fringe 21159.6068

C. **Approvals**

Supervisor: Michele Betancourt Digitally signed by Michele Betancourt
Date: 2022.04.20 12:49:37 -05'00' Date: 4/20/22

Supervisor: Jennifer Mauch Digitally signed by Jennifer Mauch
DN: cn=Jennifer Mauch, o=Wharton County Junior College, email=mauchj@wjc.edu, c=US
Date: 2022.04.20 15:51:17 -05'00' Date: 4-20-22

Vice President: Leigh Ann Collins Digitally signed by Leigh Ann Collins
Date: 2022.04.27 13:40:07 -05'00' Date: _____

President: Betty A. McLeod Date: 4-28-22