



Banner ID # @	Last Name Raun, Kimberly	First	Middle Initial	Telephone
Address		City		State Zip

Part I: Check all that apply

Classification: <input type="radio"/> Administrative/Professional Staff <input checked="" type="radio"/> Faculty <input type="radio"/> Support Staff <input type="radio"/> Temporary <input checked="" type="radio"/> Regular	<input type="radio"/> Full-Time <input checked="" type="radio"/> Part-Time	<input 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 in title/assignment (going from 10.5 month to 9 month contract)
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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: Life Sciences/Instruction	Job Vacancy No.: (if applicable) n/a
Job Title/Position: Instructor of Biology	Specialized Area: Biology
Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No	Funded in which FY? FY23
Budget Number: 1110-14301-6091-100	Position No. (NBAPOSN): BIO006
Compensation: \$ 67,724 <input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)	Sched FAC _____ Grade 1 _____ Step 24 _____ Hourly Rate: (Part-time only) \$ n/a per hr x n/a hrs/wk x n/a wks = \$ n/a per year
Start Date: 08/18/97	End Date: n/a
<input type="radio"/> At-will-employee <input checked="" type="radio"/> Per contract	If temporary, anticipated termination date: 12/31/22

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

PROPOSED Division/Unit: Life Sciences/Instruction	Job Vacancy No.: (if applicable) 2211 F 069
Job Title/Position: Instructor of Biology	Specialized Area: Biology
Budgeted Position? <input type="radio"/> Yes <input checked="" type="radio"/> No	Name of Replaced Employee: Pramila Gurrala
Budget Number: 1610-14301-6091-100	Funded in which FY? FY23
Budget Number: 1610-14301-6091-100	Position No. (NBAPOSN): BIO009
Compensation: \$ 58,050 <input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)	Sched FAC _____ Grade 1 _____ Step 24 _____ Hourly Rate: (Part-time only) \$ n/a per hr x n/a hrs/wk x n/a wks = \$ n/a per year
Start Date: 01/01/23	End Date: n/a
<input type="radio"/> At-will-employee <input checked="" type="radio"/> Per contract	If temporary, anticipated termination date: n/a

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

Explanation of Action:

Part III: Position/Budget Authorization

Recommended by Supervisor/Department Head	Date	Approved by Dean	Date
Approved by Division Chair Kevin Dees	Date Digitally signed by Kevin Dees Date: 2022.11.14 16:14:02 -06'00'	Approved by Vice President Leigh Ann Collins	Date Digitally signed by Leigh Ann Collins Date: 2022.11.16 10:42:39 -06'00'
Approved by Cabinet Level Supervisor	Date	Reviewed by Human Resources	Date
Budget Approval B. Stocian	Date 12/13/2022	Approved by President Betty McCrek	Date 12-13-22