



# Wharton County Junior College

## Personnel Action Form Human Resources

Banner ID # @	Last Name Doherty, Rocio H.	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="checkbox"/> New Employee <input type="checkbox"/> Extension <input type="checkbox"/> Salary Adjustment <input type="checkbox"/> Separation (date: _____)	<input checked="" type="checkbox"/> Other (explain)  changing from temporary full time faculty, to regular full time faculty.
<input type="radio"/> Full-Time <input checked="" 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.

<b>CURRENT</b> Division/Unit: Math and Physical Science		Job Vacancy No.: (if applicable) 1911 F 062	
Job Title/Position: Temporary Instructor of Chemistry		Specialized Area: Chemistry	
Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No		Funded in which FY? FY20	
Budget Number: 1110.14302.6091.100		Position No. (NBAPOSN): CHM08T	
Compensation: \$ 28,525	<input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)	Sched FAC Grade 7 Step 10	Hourly Rate: (Part-time only) \$ n/a per hr x n/a hrs/wk x n/a wks = \$ n/a per year
Start Date: 01/06/20	End Date: n/a	<input type="radio"/> At-will-employee <input checked="" type="radio"/> Per contract	If temporary, anticipated termination date: 05/18/20

Position is funded for the following number of months/weeks:

☐ 9 months
 ☐ 10 1/2 months
 ☐ 12 months
 ☒ Other (specify) Spring 2020 semester

<b>PROPOSED</b> Division/Unit: Math and Physical Science		Job Vacancy No.: (if applicable) 2004 F 019	
Job Title/Position: Instructor of Chemistry		Specialized Area: Chemistry	
Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No	Name of Replaced Employee: David Camejo	Funded in which FY? FY20	
Budget Number: 1110-14302-6091-100		Position No. (NBAPOSN): CHM008	
Compensation: \$ 57,050	<input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)	Sched FAC Grade 7 Step 10	Hourly Rate: (Part-time only) \$ n/a per hr x n/a hrs/wk x n/a wks = \$ n/a per year
Start Date: 05/18/20		<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:

Re-classification from TFT to regular FT. Start date of 05/18/2020 is to prevent lapse in benefits.

### Part III: Position/Budget Authorization

Recommended by Supervisor/Department Head Tracey Simmons-Willis	Date	Approved by Dean	Date
Approved by Division Chair Jennifer Mauch	Date	Approved by Vice President	Date
Approved by Cabinet Level Supervisor	Date	Reviewed by Human Resources	Date
Budget Approval B. J. Kocian	Date 05/19/2020	Approved by President Batey	Date 5-19-20

RECEIVED  
Vice President of Instruction  
Date: 4/16/20 Initial: