



**Wharton County
Junior College**

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

TO: VPI Leigh Ann Collins

DATE: 9-4-2020

FROM: Jennifer Mauch, MPS Division Chair

DIV or UNIT: Math & Physical Sciences

SUBJ: PPA request for: Jesi Ramirez
 Title of PPA activity: Asst. College Readiness Math Dept. Head & COWs Mair
 Dates (or semesters) of activity: Fall 2020

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.

\$2100 PPA to assist the department head with curriculum and assessment for developmental math courses (including the Support Courses (NCBM), development math faculty support, and conduct part-time instructor evaluations.

\$700 PPA to maintain COWs at the Richmond Campus

B. **Cost**

Type PPA	# PPA Pay Hours	PPA Salary	Total Costs
ON CONTRACT (release time from teaching)			
ON OVERLOAD (additional compensation)		\$ 2,800.00	\$ 2,800.00
TOTAL		\$ 2,800.00	\$ 2,800.00

Budget Number : 1110.14306.6092.100

C. **Approvals**

Supervisor: Jennifer Mauch Date: 9-4-2020

VP: LHC Date: 9-9-20

President: _____

RECEIVED
 Vice President of Instruction
 Date 9/8/20 Initial: TC