



Wharton County Junior College

Personnel Action Form Human Resources

Banner ID #	Last Name Mehr, Jacob	First	Middle Initial	Telephone
Address		City		State Zip

Part I: Check all that apply

Classification: <input type="radio"/> Administrative/Professional Staff <input type="radio"/> Faculty <input type="radio"/> Support Staff <input type="radio"/> Temporary <input checked="" type="radio"/> Regular	<input type="radio"/> New Employee <input type="radio"/> Extension <input type="radio"/> Salary Adjustment <input type="radio"/> Separation (date: _____)	<input checked="" type="checkbox"/> Other (explain) change from temp to regular
<input checked="" type="radio"/> Full-Time <input 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.

CURRENT Division/Unit: Math and Physical Sciences		Job Vacancy No.: (if applicable) 1804 F 022	
Job Title/Position: Temporary Instructor of Mathematics		Specialized Area: Mathematics	
Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No		Funded in which FY? FY19	
Budget Number: 1110-14305-6091-100 80% 1510-14305-6091-100 20%		Position No. (NBAPOSN): MAT03T	
Compensation: \$ 45,550	<input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)	Sched <u>FAC</u> Grade <u>1</u> Step <u>1</u>	Hourly Rate: (Part-time only) \$ <u>N/A</u> per hr x _____ hrs/wk x _____ wks = \$ _____ per year
Start Date: 08/20/18	End Date: N/A	<input checked="" type="radio"/> At-will-employee <input type="radio"/> Per contract	If temporary, anticipated termination date: 05/31/19

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

PROPOSED Division/Unit: Math and Physical Sciences		Job Vacancy No.: (if applicable) 1902 F 008	
Job Title/Position: Instructor of Mathematics		Specialized Area: Mathematics	
Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No		Name of Replaced Employee: Fred Ermis	
Funded in which FY? FY19			
Budget Number: 1110-14305-6091-100 80% 1510-14305-6091-100 20%		Position No. (NBAPOSN): MAT003	
Compensation: \$ 45,550	<input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)	Sched <u>FAC</u> Grade <u>1</u> Step <u>1</u>	Hourly Rate: (Part-time only) \$ <u>N/A</u> per hr x _____ hrs/wk x _____ wks = \$ _____ per year
Start Date: 06/01/19		<input checked="" type="radio"/> At-will-employee <input 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 Jennifer Mauch	Date	Approved by Vice President <i>LAC</i>	Date 2-12-19
Approved by Cabinet Level Supervisor	Date	Reviewed by Human Resources <i>Judy Jones</i>	Date 02/14/19
Budget Approval <i>B. DeLoe</i>	Date 2/14/19	Approved by President <i>Betty R. McLeod</i>	Date 2-15-19

Reg. 821 HR Requisition Number F 1902 0006

RECEIVED

Vice President of Instruction

Date 2/17/19 Initial: TC

Revised May 29, 2014