



Banner ID #, @	Last Name Guillory, Patricia Ann	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 temporary to regular full time)
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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: Math and Physical Sciences	Job Vacancy No.: (if applicable) 2107 F 028
Job Title/Position: Temporary Developmental Math Instructor	Specialized Area: Mathematics
Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No	Funded in which FY? FY22
Budget Number: 1110-14306-6091-100	Position No. (NBAPOSN): DVM07T
Compensation: \$ 50,550 <input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)	Sched FAC _____ Grade 1 _____ 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: 08/23/21	End Date: n/a
<input type="radio"/> At-will-employee <input checked="" type="radio"/> Per contract	If temporary, anticipated termination date: 05/31/22

Position is funded for the following number of months/weeks:
 9 months 10 1/4 months 12 months Other (specify)

PROPOSED Division/Unit: Math and Physical Sciences	Job Vacancy No.: (if applicable) 2202 F 009
Job Title/Position: Developmental Math Instructor	Specialized Area: Mathematics
Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No	Name of Replaced Employee: Demetrius Moore
Budget Number: 1110-14306-6091-100	Funded in which FY? FY22
Budget Number: 1110-14306-6091-100	Position No. (NBAPOSN): DVM007
Compensation: \$ 51,050 <input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)	Sched FAC _____ Grade 1 _____ Step 11 _____ Hourly Rate: (Part-time only) \$ n/a per hr x n/a hrs/wk x n/a wks = \$ n/a per year
Start Date: 08/22/22	End Date: n/a
<input checked="" type="checkbox"/> At-will-employee <input type="checkbox"/> Per contract	If temporary, anticipated termination date: n/a

Position is funded for the following number of months/weeks:
 9 months 10 1/4 months 12 months Other (specify)

Explanation of Action:
Benefits should be extended through 2022 summer months.

Part III: Position/Budget Authorization

Recommended by Supervisor/Department Head Yvonne Smith	Date Digitally signed by Yvonne Smith Date: 2022.04.26 10:07:12 -05'00'	Approved by Dean	Date
Approved by Division Chair Jennifer Mauch	Date Digitally signed by Jennifer Mauch Date: 2022.04.26 13:47:29 -05'00'	Approved by Vice President Leigh Ann Collins	Date Digitally signed by Leigh Ann Collins Date: 2022.04.27 08:55:09 -05'00'
Approved by Cabinet Level Supervisor	Date	Reviewed by Human Resources	Date
Budget Approval B. J. Kocian	Date 04/27/2022	Approved by President David L. Moore	Date 4-28-22