

Banner ID # -	Last Name Wu, Xuan	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"/> 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)  <b>change from temp full time to regular full time</b>
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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.

<b>CURRENT</b> Division/Unit: Math and Physical Science	Job Vacancy No.: (if applicable) 1805 F 035
Job Title/Position: Temporary Full Time Instructor of Physics	Specialized Area: Physics
Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No	Funded in which FY? FY19
Budget Number: 1610-14307-6091-100	Position No. (NBAPOSN): PHS02T
Compensation: \$ 53,550	<input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)
Sched FAC _____ Grade 7 _____ Step 4 _____	Hourly Rate: (Part-time only) \$ N/A 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: <input checked="" type="radio"/> 9 months <input type="radio"/> 10 1/2 months <input type="radio"/> 12 months <input type="radio"/> Other (specify)	

<b>PROPOSED</b> Division/Unit: Math and Physical Science	Job Vacancy No.: (if applicable) 1904 F 016
Job Title/Position: Full Time Instructor of Physics	Specialized Area: Physics
Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No	Name of Replaced Employee: Ramiro Acevedo
Budget Number: 1610-14307-6091-100	Funded in which FY? FY19
Budget Number: 1610-14307-6091-100	Position No. (NBAPOSN): PHS002
Compensation: \$ 53,550	<input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)
Sched FAC _____ Grade 7 _____ Step 4 _____	Hourly Rate: (Part-time only) \$ N/A per hr x _____ hrs/wk x _____ wks = \$ _____ per year
Start Date: 06/01/19	End Date: N/A
<input checked="" type="checkbox"/> At-will-employee <input checked="" type="checkbox"/> Per contract	If temporary, anticipated termination date: N/A
Position is funded for the following number of months/weeks: <input checked="" type="radio"/> 9 months <input type="radio"/> 10 1/2 months <input type="radio"/> 12 months <input type="radio"/> Other (specify)	

Explanation of Action:

**Part III: Position/Budget Authorization**

Recommended by Supervisor/Department Head <i>Jean Smith</i> 4/9/19	Date	Approved by Dean	Date
Approved by Division Chair <i>Officer</i> 4-9-19	Date	Approved by Vice President <i>Liu</i> 4-10-19	Date
Approved by Cabinet Level Supervisor	Date	Reviewed by Human Resources <i>Judy Jones</i> 04/12/19	Date
Budget Approval <i>B. Stocci</i> 4/12/19	Date	Approved by President <i>...</i> 4-10-19	Date