



**Wharton County
Junior College**

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

TO: Vice President of Instruction DATE: October 5, 2023

FROM: Kevin Dees

DIV or UNIT: Biology Dept./Life Sciences Division

SUBJ: PPA request for: Kornelia Oostingh

Title of PPA activity: Shadow/transition full time faculty prior to hire

Dates (or semesters) of activity: October 11-12, 2023

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.

Shadow current GEOL instructor, A. Price, for two days prior to Price's departure. This is being done to allow students a smooth transition during this emergency mid-semester change in faculty.

Budget No. 1110.14303.6092.100

B. **Cost**

Type PPA	# PPA Pay Hours	PPA Salary	Total Costs
ON CONTRACT (release time from teaching)			
ON OVERLOAD (additional compensation)	12 hours	\$43.75/hour	\$525.00
TOTAL		\$	\$ \$525.00

C. **Approvals**

Supervisor: Kevin Dees Digitally signed by Kevin Dees
DN: cn=Kevin Dees, o=WCJC, ou=Life Sciences, email=kevind@wcjc.edu, c=US
Date: 2020.09.03 11:42:26 -05'00' Date: 10/5/2023

VPI: Leigh Ann Collins Digitally signed by Leigh Ann Collins
Date: 2023.10.06 15:14:42 -05'00' Date: _____

President: Betty A. McLaughlin Date: 10-9-23