



**Wharton County
Junior College**

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

TO: Vice President of Instruction

DATE: Sept. 7, 2018

FROM: Phyllis Appling and Patrick Ralls

DIV or UNIT: Communication and Fine Arts/College Readiness

SUBJ: PPA request for: Cindy Diener

Title of PPA activity: House Bill 5 Support and Facilitator

Dates (or semesters) of activity: Fall 2018 (08/27/2018-12/14/2018)

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.

Cindy Diener will provide support to participating school districts as described in our memos of understanding. The support is as follows:

- 1) She may travel to prep course classes to talk to students and explain the advantage of the course and potentially recruit students.
- 2) She will create and facilitate professional development to high school teachers who are teaching the prep courses.
- 3) She will provide instruction support to high school teachers that are utilizing our curriculum.

B. **Cost**

Type PPA	# PPA Pay Hours	PPA Salary	Total Costs
ON CONTRACT (release time from teaching)			
ON OVERLOAD (additional compensation)		\$ 2,100.00	
TOTAL		\$ 2,100.00	\$ 0.00

Budget Number : 1110.14506.6092.100

C. **Approvals**

Supervisor: Patrick Ralls Digitally signed by Patrick Ralls
DN: cn=Patrick Ralls, o,
ou=Speech Department,
email=ralls@wcjc.edu, c=US
Date: 2018.09.07 07:55:55 -0500 Date: _____

VP: Leigh Ann collins Digitally signed by Leigh Ann collins
DN: cn=Leigh Ann collins, o=WCJC,
ou=VPI, email=lacollins@wcjc.edu, c=US
Date: 2018.09.07 11:43:19 -0500 Date: _____

President: *Betsy L. McLeod* Date: 9-7-18