

Banner ID # @ 00296753	Last Name Liu, Sherry	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="checkbox"/> New Employee <input type="checkbox"/> Extension <input checked="" type="checkbox"/> Salary Adjustment <input type="checkbox"/> Separation (date: _____)	<input checked="" type="checkbox"/> Other (explain) Completion of graduate hours
<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, Readiness, and Justice	Job Vacancy No.: (if applicable)
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Job Title/Position: Instructor of Developmental Math	Specialized Area: College Readiness
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Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No	Funded in which FY? FY17
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Budget Number: 1110-14506-6091-100 40% 1610-14506-6091-100 60%	Position No. (NBAPOSN): DVM004
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Compensation: \$ 46,550	<input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)	Sched FAC _____ Grade 1 _____ Step 5 _____	Hourly Rate: (Part-time only) \$ N/A per hr x _____ hrs/wk x _____ wks = \$ _____ per year
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Start Date: 01/20/15	End Date: N/A	<input type="radio"/> At-will-employee <input checked="" type="radio"/> Per contract	If temporary, anticipated termination date: N/A
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Position is funded for the following number of months/weeks:
 9 months 10 1/2 months 12 months Other (specify)

PROPOSED Division/Unit: Math, Readiness, and Justice	Job Vacancy No.: (if applicable)
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Job Title/Position: Instructor of Developmental Math	Specialized Area: College Readiness
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Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No	Name of Replaced Employee: N/A	Funded in which FY? FY17
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Budget Number: 1110-14506-6091-100 40% 1610-14506-6091-100 60%	Position No. (NBAPOSN): DVM004
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Compensation: \$ 48,050	<input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)	Sched FAC _____ Grade 2A _____ Step 5 _____	Hourly Rate: (Part-time only) \$ N/A per hr x _____ hrs/wk x _____ wks = \$ _____ per year
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Start Date: 01/09/17	<input type="radio"/> At-will-employee <input checked="" type="radio"/> Per contract	If temporary, anticipated termination date: N/A
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Position is funded for the following number of months/weeks:
 9 months 10 1/2 months 12 months Other (specify)

Explanation of Action:
Completion of additional 18 graduate hours

Part III: Position/Budget Authorization

Recommended by Supervisor/Department Head <i>Jenif Man...</i> Date: 4-21-17	Approved by Dean Date
Approved by Division Chair <i>ghunt</i> Date: 4-21-17	Approved by Vice President <i>Luo</i> Date: 4-25-17
Approved by Cabinet Level Supervisor	Reviewed by Human Resources <i>Judy J. Jones</i> Date: 04/28/17
Budget Approval <i>B. Kocian</i> Date: 4/27/17	Approved by President <i>Bruce L. McClellan</i> Date: 4-28-17

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