

Banner ID # @	Last Name Wittig, Tyler	First	Middle Initial	Telephone
Address		City	State	Zip

**Part I: Check all that apply**

Classification: <input checked="" 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="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
<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.

<b>CURRENT</b> Division/Unit: Information Technology	Job Vacancy No.: (if applicable) 2312 S 090
Job Title/Position: IT Technician	Specialized Area: Networking and Server Services
Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No	Funded in which FY? FY25
Budget Number: 1110-13035-6114-6081	Position No. (NBAPOSN): TS1005
Compensation: \$ 35,275	<input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)
Start Date: 04/08/24	End Date: n/a
Sched P Grade 13 Step 0	Hourly Rate: (Part-time only) \$ n/a per hr x n/a hrs/wk x n/a wks = \$ n/a per year
<input checked="" type="radio"/> At-will-employee <input type="radio"/> Per contract	If temporary, anticipated termination date: n/a

Position is funded for the following number of months/weeks:  
 9 months  10 1/2 months  12 months  Other (specify)

<b>PROPOSED</b> Division/Unit: Information Technology	Job Vacancy No.: (if applicable) 2410 A 045
Job Title/Position: Systems Analyst	Specialized Area: Enterprise Systems
Budgeted Position? <input checked="" type="radio"/> Yes <input type="radio"/> No	Name of Replaced Employee: Philip Murad
Budget Number: 1110-13030-6093-602	Position No. (NBAPOSN): ITS003 <i>ken</i>
Compensation: \$ 60,738	<input checked="" type="radio"/> Annual <input type="radio"/> Hourly <input type="radio"/> Other (explain)
Start Date: 01/22/25	<input checked="" type="radio"/> At-will-employee <input checked="" type="radio"/> Per contract
Sched AA Grade 1 Step 1	Hourly Rate: (Part-time only) \$ n/a per hr x n/a hrs/wk x n/a wks = \$ n/a per year
If temporary, anticipated termination date: n/a	

Position is funded for the following number of months/weeks:  
 9 months  10 1/2 months  12 months  Other (specify)

Explanation of Action:

**Part III: Position/Budget Authorization**

Recommended by Supervisor/Department Head	Date	Approved by Dean	Date
Approved by Division Chair	Date	Approved by Vice President	Date
Approved by Cabinet Level Supervisor	Date	Reviewed by Human Resources	Date
Budget Approval	Date	Approved by President	Date

*BOK* *Betty A. McCroskey* 12/5/24 *Kettida Vasiknanon* 12-5-24 *Betty McCroskey* 12-6-24