



**Wharton County
Junior College**

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

TO: Betty McCrohan

DATE: 11/17/2022

FROM: Amanda Allen

DIV or UNIT: SEMT

SUBJ: PPA request for: Emily Voulgaris
 Title of PPA activity: Degree Works Implementation
 Dates (or semesters) of activity: November 2022 - August 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.

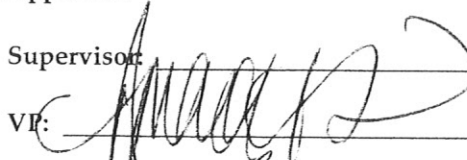
Emily has been tasked as the Functional Lead for the implementation of Ellucian Degree Works. Based on the timeline of tasks and expectations associated with scribing, I recommend that Emily be provided with a PPA to compensate for the significant amount of additional time that will be required beyond her expected job duties. I request an amount of \$500/month for a total of 10 months.

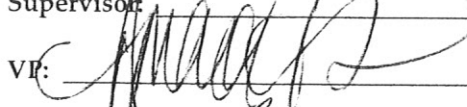
B. **Cost**

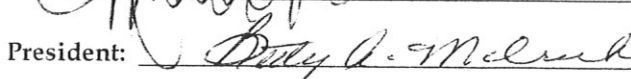
Type PPA	# PPA Pay Hours	PPA Salary	Total Costs
ON CONTRACT (release time from teaching)			
ON OVERLOAD (additional compensation)		\$ 5,000.00	\$ 5,000.00
TOTAL		\$ 5,000.00	\$ 5,000.00

Budget Number : 21159.6068.6189.501

C. **Approvals**

Supervisor:  Date: 11/17/22

VP:  Date: 11/17/22

President:  Date: 1-28-23