



**Wharton County
Junior College**

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

TO: President McCrohan

DATE: 3/23/2016

FROM: Pam Youngblood

DIV or UNIT: VP of Technology and IR

SUBJ: PPA request for: Tessa Mathews
 Title of PPA activity: Assistant - Technology - GPS
 Dates (or semesters) of activity: January - August 2016

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.

Identify needs, solutions, vendors, and implementation plan for a technology system to support successful student completion and transfer to other institutions. This work will be performed in accordance with the goals and objectives of Houston GPS.

B. **Cost**

Type PPA	# PPA Pay Hours	PPA Salary	Total Costs
ON CONTRACT (release time from teaching)			
ON OVERLOAD (additional compensation)		\$ 2,500.00	\$ 2,500.00
TOTAL		\$ 2,500.00	\$ 2,500.00

Budget Number : 1110-13036-6094-602

C. **Approvals**

Supervisor: _____

Date: _____

VP: Pamela J. Youngblood

Date: 3/23/2016

President: Ray A. McCrohan

Date: 3-29-16