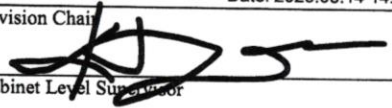
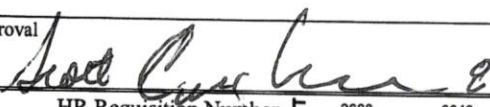
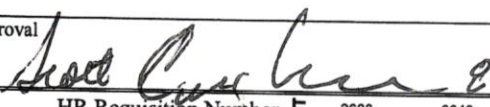
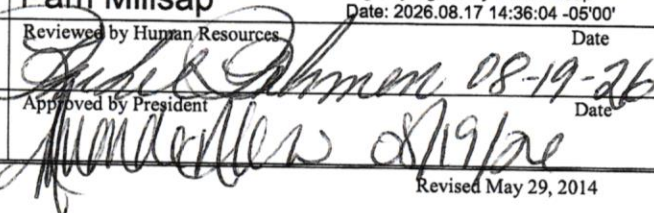




**Wharton County
Junior College**

Personnel Action Form

Human Resources

Banner ID #, @	Last Name Moore, Renee	First	Middle Initial	Telephone
Address		City		State Zip
Part I: Check all that apply				
Classification: ☐ Administrative/Professional Staff ☒ Faculty ☐ Support Staff ☐ Temporary ☒ Full-Time ☐ Regular ☐ Part-Time		☒ New Employee ☐ Extension ☐ Salary Adjustment ☐ Separation (date: _____) ☐ Other (explain)		
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:			Job Vacancy No.: (if applicable)	
Job Title/Position:			Specialized Area:	
Budgeted Position? ☐ Yes ☐ No			Funded in which FY?	
Budget Number:			Position No. (NBAPOSN):	
Compensation:	☐ Annual ☐ Hourly ☐ Other (explain)	Sched _____ Grade _____ Step _____	Hourly Rate: (Part-time only) \$ _____ per hr x _____ hrs/wk x _____ wks = \$ _____ per year	
Start Date:	End Date:	☐ At-will-employee ☐ Per contract	If temporary, anticipated termination date:	
Position is funded for the following number of months/weeks: ☐ 9 months ☐ 10 ½ months ☐ 12 months ☐ Other (specify)				
PROPOSED Division/Unit:			Job Vacancy No.: (if applicable)	
Academic Instruction / Life Sciences			2608 F 043	
Job Title/Position:			Specialized Area:	
Instructor of Biology			Biology	
Budgeted Position? ☒ Yes ☐ No	Name of Replaced Employee: Joseph Reeve		Funded in which FY? FY27	
Budget Number: 1610-14301-6091-100			Position No. (NBAPOSN): BIO05T	
Compensation:	☒ Annual ☐ Hourly ☐ Other (explain)	Sched FAC Grade 1 Step 3	Hourly Rate: (Part-time only) \$ n/a per hr x n/a hrs/wk x n/a wks = \$ n/a per year	
Start Date: 08/17/26		☐ At-will-employee ☒ Per contract	If temporary, anticipated termination date: 12/18/26	
Position is funded for the following number of months/weeks: ☐ 9 months ☐ 10 ½ months ☐ 12 months ☒ Other (specify) Fall 2026 semester only				
Explanation of Action:				
Part III: Position/Budget Authorization				
Recommended by Supervisor/Department Head		Approved by Dean		
Jennifer Mahlmann Digitally signed by Jennifer Mahlmann Date: 2026.08.14 14:32:14 -05'00'		Date		
Approved by Division Chair		Approved by Vice President		
 Date		Pam Millsap Digitally signed by Pam Millsap Date: 2026.08.17 14:36:04 -05'00'		
Approved by Cabinet Level Supervisor		Reviewed by Human Resources		
 Date		Date		
Budget Approval		Approved by President		
 Date		 Date		