



Wharton County Junior College

PAID PROFESSIONAL ASSIGNMENT (PPA) REQUEST FORM

TO: Amanda Allen

DATE: 6/30/2026

FROM: Lindsey McPherson

DIV or UNIT: Academic Affairs

SUBJ: PPA request for: Philip Hamlin

Title of PPA activity: Research and Curriculum Development

Dates (or semesters) of activity: July - August 2026

- 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.

Compensation for development of a comprehensive curriculum for the new High Voltage Electrical (HVE) program. This work includes creating classroom, lab, and field-based instructional materials, Administrative Master Syllabi, and equipment/facility recommendations, and aligns with THECB CTE guidelines and industry standards (OSHA, NFPA, and IEEE where applicable). Philip will be compensated \$2500 per month for two months for this work.

B. **Cost**

Type PPA	# PPA Pay Hours	PPA Salary	Total Costs
ON CONTRACT (release time from teaching)		\$ 2,500.00	\$ 5,000.00
ON OVERLOAD (additional compensation)			
TOTAL		\$ 2,500.00	\$ 5,000.00

Budget Number : 1510-14314-6092-102

C. **Approvals**

Supervisor: _____ Date: _____

VP: McPherson Digitally signed by Lindsey McPherson
Date: 2026.07.01 16:20:34 -05'00' _____ Date: _____

President:  Date: 07/01/26