**Patty Jobs**

**Part-Time Faculty Campus Payroll**

**AUO**

**3/30/11**

**Status Since Previous Program Review**

**Change:** Due to the implementation of Banner, the workload for Campus Payroll has increased dramatically and has created many different methods of processing payroll.

**Department Current Purpose**

To ensure that all faculty know where to find their CWID and to know that it is critically needed on all payroll forms.

To inform all faculty by email, phone messages and reminders to divisions that CWID is required on all payroll forms.

**AUO Information**

**Program/Department**:

How many AUOs have been written? 1

How many were assessed in 2009-10? 0

How many are committed to be assessed in 2010-11? 1

How many AUOAC\* were completed in 2009-10? 0

How many AUOAC are committed to be completed in 2010-11? 1

**Staff in Program:**

Total = 1

How many participated in writing AUO? 1

How many participated in assessment phase in 2009-10? 0

How many will participate in assessment phase in 2010-11? 1

How many participated in Reflecti0on & Enhancement discussions in 2009-10? 0

**Outcome Statement**

All faculty will know ho to find their CWID and understand the importance of including it on all payroll forms.

**Measurement**

A survey to 10 faculty of each division asking:

Do you know where to find your CWID? And

Do you understand that your CWID is critical on all payroll forms?

**Evaluation**

Pending Results

**Use of Results**

Expected results by May 30, 2011

Results anticipated by the end of spring quarter 2011

**Resource Requests**

**Item Name: Permanent Part-time Classified Employee**

Cost: Approximately $30,000.00

**Item Name: New Standard Computer with additional monitor for viewing multiple payroll screens**

Cost: Approximately $1,618.00

**Item Name:** Headset with 20 feet walking/talking capacity