

IMMEDIATE NEED REQUEST
2022-23

Requested by: (Unit, Department, Division or Vice President)		Madelyn Arballo	
		Date to VP: 8.19.22	
Location	(Fill-in)	Reviewed By (Signature):	
Department or Unit:	Division Office		
Division:	School of Continuing Education		
Vice President:	Madelyn Arballo	<i>Madelyn A. Arballo</i>	
		Outcome:	

Budget Request(s)		Justification for Request(s)	Funds Requested **			Funding
(List in Priority Order)		An "Immediate Need" is a shortfall in funding that, unless funded immediately, could cause a program to cease to function.	Amount	One-time	Ongoing	Approved
1.	One-time non-teaching and reassigned pay for noncredit faculty for WASC work (18 months) - Approximately 65 faculty at approx \$62,000 per year. Total: \$93,000	SCE is currently undergoing the self-review for ACS-WASC accreditation. The need for additional faculty work is due to the shift to online learning and substantial changes in the self-review. There is a need for funding for approximately 65 SCE adjunct faculty to participate in meetings, events, and for self-study writing and researching of evidence. SCE has very few FT faculty to accomplish this required work. Meetings will be in person over the 18 months of the self-study and via Zoom. The visit will be in Spring 2022.	93,000.00	X		
	Account Number(s):					
2.						
	Account Number(s):					
3.						
	Account Number(s):					

** Please provide documentation to support the amount requested, such as price quotes from vendor, copy of catalog, etc. Also, include any ancillary costs, such as maintenance, annual software upgrades, etc.