

IMMEDIATE NEED REQUEST

2022-23

Requested by: Human Resources				
		Date to VP: 11/03/2022		
Location	(Fill-in)	Reviewed By (Signature):		
Department or Unit:	Human Resources			
		Date to Cabinet: 11/08/22		
Division:				
Vice President:	Sokha Song	Sukhachong		
		Outcome:		
Budget Request(s)	Justification for Request(s)	Funds Requested **		
(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
1. Consulting Services: Classification & Reclassification Trainings	We are requesting ongoing funding to provide classification and reclassification training. The training is required annually per the union bargaining agreements CSEA 262 (article 17.04.4) and CSEA 651 (article 7.7.c), including management and all District negotiations committee members. The ongoing funding will allow us to contract a consulting firm and be in compliance. The McKnight Associates have been identified to provide such services at an hourly rate of \$350.00 per hour.	25,000.00		X
Account Number(s):				
2. Negotiation Services	We are requesting ongoing funding to contract with a negotiation services company to provide training to negotiation members. These trainings are crucial to the negotiation process and are held annually to over 20-30 members per session. Changes to the negotiations teams and the College warrant Interest Based Bargaining (IBB) training sessions for new and returning members who need a refresher. It has been determined that starting negotiations is better served by having an impartial, third-party facilitator. The Bodine Group has been providing such services. The cost of virtual IBB training is \$2,400 per day, and negotiation facilitation services are \$1,500 per day. If applicable, materials and travel costs are in addition to the daily rates.	20,000.00		X
Account Number(s):				
3.				

	Account Number(s):				
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****** *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.*