

IMMEDIATE NEED REQUEST

2023-24

APPROVED
President's Cabinet

Martha Isaac
March 12, 2024
MT. SAC
Mt. San Antonio College

Requested by: (Unit, Department, Division or Vice President)		Technology and Health (Nursing)	Date to VP:	
Location	(Fill-in)	Reviewed By (Signature):		
Department or Unit:	Nursing	<i>Jaime Hooper</i>	Date to Cabinet:	
Division:	Technology and Health	Lance Heard <small>Digitally signed by Lance Heard Date: 2024.02.29 15:47:05 -08'00'</small>	Outcome:	
Vice President:	Instruction	<i>Kelly M. Fowler</i>		

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.	Clinical Teaching Assistants and Class tutors for Nursing classes: CTA-N1B N3 N7 N8 Tutor-N1A N1B N2 N3 N4 N5 N7 N10	The nursing program currently operates with tutors in the class at \$40/hour and Clinical Teaching Assistants CTAs at \$49/hour. The usage for fall and spring will exceed the budgeted amount due to the remaining balance of the Song Brown grant. At this time we will run out of allocated funds in mid March and be unable to pay CTAs and tutors for the remainder of the spring term.	\$58,675			
	Account Number(s):	17094-380700-242000-123010		Yes		
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.**