



EMERGENCY FUNDING REQUEST

2025-26

| | | | |
|---|----------------------------------|---------------------------------|--------------------------------|
| Requested by: (Unit, Department, Division or Vice President) | | Madelyn Arballo | Date to VP: 2/6/26 |
| Location | (Fill-in) | Reviewed By (Signature): | |
| Department or Unit: | Academic Support | <i>[Signature]</i> | Date to Cabinet: 3/3/26 |
| Division: | Technology & Health/SCE | Lance Heard | Outcome: |
| Vice President: | Madelyn Arballo and Kelly Fowler | <i>Madelyn A. Arballo</i> | |

| Budget Request(s) | | Justification for Request(s) | Funding | |
|---------------------------------|---|---|--|-------------------------|
| (List in Priority Order) | | An "Emergency Funding Request" is a shortfall in funding that, unless funded immediately, could cause a program to cease to function. | Amount Requested** | Amount Approved |
| 1. | TERC Additional Tutors/ Augmentation \$18.00-23.50/hr \$20 x 16hrs/wk x 6 tutors x 20 weeks +benefits =\$17,000 | | There is a need to add tutor hours and tutors in specialized subjects. TERC hours have been reduced to a point where many students are turned away due to the limited number of available tutors and reduced hours. TERC has highly skilled tutors in speciality areas/subjects such as: Aeronautics, Electronics, Respiratory Therapy, Business, Aircraft Maintenance, Nursing, Fire Tech, Manufacturing, and Computer Science. We are hoping to add more specialized tutors in the following subject areas: Architecture, Radiologic Technology, Public Safety, and Mental Health. There is a high demand for tutoring in these technical fields and without additional tutors hundreds of students will have limited or no access to academic support. Last year, TERC supported 767 students with tutoring and generated 26 FTES. The reduced schedule will lead to less FTES. | \$ 17,000.00 |
| Account Number(s): | | <i>Kelly M. Fowler 2/27/26</i> | | |
| 2. | WIN Additional Tutors/ Augmentation \$20 x 16hrs/wk x 8 tutors x 20 weeks +benefits =\$60,000 | Additional funding is needed in order for WIN to operate for the remainder of the academic year. WIN provides tutoring services to athletes in all academic areas. These services are required of athletes and is vital in order for them to meet the transfer requirements to a 4-year institution. WIN continues to demonstrate a high rate of success for the students including higher GPAs and higher levels of retention. In Fall and Winter, they served over 720 student athletes and generated over 33 FTES. | \$ 60,000.00 | \$20,000 |
| Account Number(s): | | | | |
| 3. | | | | |
| Account Number(s): | | | | |

Removed at the request of the VP

An Emergency Funding Request may only be used to request one-time funds. To request ongoing funds, please refer to the Budget Development Guide - New Resource Allocations.

**** The amount requested should include all ancillary costs, such as sales tax, shipping fees, etc. Please provide supporting documentation such as price quotes from a vendor, a copy of a catalog, etc.**