

To: Christina Espinosa-Pieb, VP, Instruction
Fr: Carolyn Wilkins-Greene, Dean, SS/H and Tom Izu, Executive Director, CHC
Re: Request funding at 50% for CHC Director's position
Da: May 29, 2015

Justification for requesting .5 funding for CHC Director's position:

We do not believe that the CHC Director's position is sustainable in the long-term if funded 100% through private funding via the California History Center Foundation (CHCF) non-profit. The non-profit does not have the fundraising capacity to maintain this college position in the long-term, while also raising funds for its librarian/archivist staff position and all other operational costs. However, we believe it is possible for CHCF to increase its ability to raise sufficient funds to cover 50% of the director's position during this next period.

The CHC Executive Director's position was funded full-time by the college up until the 2012-2013 fiscal year when 50% of the position was funded through a federal AANAPISI grant when Tom agreed to serve as that grant program's project director, half-time. Beginning in 2013- 2014, the CHCF was asked to fund the college's 50% portion due to budget cut-backs, making it completely funded outside of the college's general fund.

Beginning this current fiscal year, 2014- 2015, CHCF is now funding 100% of the position's salary and benefits after Tom requested to step-down from serving as the project director for the final two years of the AANAPISI grant, so he could devote full-time to re-building the CHCF's organizational infrastructure when CHC received a donation to keep its staffing intact while undertaking this transitional process.

Here is a breakdown of CHC Director's funding history:

2011-2012 (and before) – paid completely by the college

2012-2013 - ½ AANAPISI grant, other ½ by the college

2013-2014 – ½ AANAPISI grant, other ½ by CHCF

2014-2015 – first year paid completely by CHCF

We have not requested funding for this position via the Program Review process in recent years since it was only this current year that the position began to be funded 100% through non-college means.