

Reorganization of the Office of Educational Programs

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*Prepared by Paul Jarrell in consultation with Dean's Council, President's Cabinet, Human Resources, CSEA Leadership, ALC Leadership, and Academic Senate President**

(Full Academic Senate consulted for Faculty replacements)*

DRAFT

Office of Institutional Effectiveness *(formerly Institutional Assessment, Research, and Planning)*

Likely Supervision: Dean, Ed Programs

Director of Institutional Effectiveness and Student Success – Z Reiss

50% equity, 50% GF

Information Systems Analyst – Jordan Morris (classified)

Research Systems Analyst – Melanie Rogers (classified)

50% SSSP, 50% GF

Changes

Executive Vice President Jack Friedlander – retiring, not replaced

Senior Director Robert Else – retiring, not replaced

Research Analyst Z Reiss – position converted to Management, Director of Institutional Effectiveness and Student Success

- *Prioritize workflow*
 - o *Focus on Institutional Effectiveness*
 - o *Use grant funds for grant reporting*
 - o *Minimize single point reports*
- *Develop routine reports to satisfy majority of individual requests*
- *BPA to identify and implement a streamlined process for data requests, approval, and completion*
- *BPA for Student classroom evaluations*
- *Provide training and professional development for streamlined initiatives*
- *No General Fund Hourly work*

Office of Educational Programs, Administrative

Dean, Educational Programs, Student Affairs – Vacant, replacement for Ben Partee

Associate Dean, Educational Programs, Student Affairs – Chris Johnson

Dean, Educational Programs – Kenley Neufeld

Dean, Educational Programs – Melissa Moreno

Dean, Educational Programs – Alice Perez

Dean, Educational Programs– Alan Price

Dean, Educational Programs – vacant; replacement for Marilyn Spaventa

Dean, Educational Programs, Extended Learning – Vacant, new position (noncredit, fee-based, contract education)

Director EOPS – Vacant; replacement for Marsha Wright

Administrative Changes

Dean Ben Partee – retiring, replace with open search

Dean Marilyn Spaventa – retiring, replace with open search

Director EOPS Marsha Wright – retiring, replace with open search

Director PDC Shelly Dixon – retiring, not replaced

Enrollment Services Coordinator – Vanessa Pelton, re-define role and elevate to Director of Enrollment, Retention and Student Success

- *Redistribution of assignments to ensure consistent and equitable workload among Deans*

Office of Educational Programs, Classified

Employee Name	Position	Action
Ana Jimenez	FinAid SPA	replace
Anne Akot	OELC	not replace; pending OELC re-org
Anne Stark	AH Lab	not replace
Arleen Hollosy	Degree Audit	not replace
Cynthia Salazar	Admin Asst III	replace w/ Admin II (SA)
Donald Ion	Physics LTA	replace
Donna Page	Lib	not replace; reclassify Library Asst to Library Tech
Francisca Lopez-Corrales	Culinary-Buyer	not replace
Gregory Baranoff	FinAid SPA	replace
Joyce McPheter	Admin Asst II	replace
Kerri James-Fenske	Sen. Off. Asst.	not replace; reclassify existing Off Asst to Admin Asst. 1
Magdalena Torres	Veteran's SPA	replace
Maria Antunez	noncredit A and R	replace
Marianna Mashek	Admin Asst III, CLL	replace, pending noncredit reorg
Maritere Satterlee	Office Asst, OELC	not replace; pending OELC re-org
Sharon Stewart	AH Lab	replace; fund with SWP
Silvia Suayfeta-Cortez	EOPS SPA	replace
Wendy MacGregor	FinAid SPA	replace
Patricia Schuster	Health and Wellness	student dollars
Susan Pittmon	Health and Wellness	student dollars

- includes reorganization of responsibilities among staff to ensure equitable workload and efficiency
- prioritization of workload
- identify work that can be suspended
- no increase in hourly worker usage
- commitment to decrease hourly worker usage

Summary

Faculty: 24 positions vacated, 12 replaced
Management: 6 positions vacated, 3 replaced, 2 new
Classified: 20 vacated, 13 replaced, 1 eliminated

Fiscal Impact of Educational Programs Reorganization

	17/18	18/19	19/20	20/21	21/22
<i>Reorg Savings</i>	\$991,104	\$1,408,122	\$1,322,306	\$1,268,542	\$1,268,345