Bakersfield College
Annual Admin Structure Review

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April 7, 2021 – Academic Senate

TIMELINE REVIEW

Phase I: October 28 – December 9
October 28th : Provide overview and workplan to College Council
Task Force completes initial work
- **Review of current organizational structure, key institutional documents and college-wide initiatives**
- **Review draft and finalize work plan**

December 9th : Provide update to College Council

Phase 2: January 16 – February 28
Engage in college-wide discussion and identify areas of need
- **Communicate with various college constituencies (such as FCDC, SALT, EAC, CSEA, Academic Senate, etc.) to explain the process, answer questions and gather input**
- **February 24th : Provide update to College Council**

Phase 3: March 1 – March 24
Continue campus engagement and finalize details of proposal
March 24th : Review final proposal with College Council for 1st read

Phase 4: March 9 – March 24
April 14th : College Council vote on final proposal

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Instruction

Positions under review by the taskforce

(NEW) Dean of Instruction (replace Cindy Collier vacated position)

(NEW) Associate Dean (to go under Dean Waller to help with evaluations)

(NEW) Grant Writer (level I) GUI

(NEW) Director, Diversity and Equity (Level I) *Categorical*

(NEW) Program Manager, Hispanic Serving Institutions (Level D) GUI
Note: Will report to Director, Diversity and Equity

(TITLE CHANGE) Program Director, Adult Education (Level G)
Is currently Program Manager, Adult Education

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Student affairs

Positions under review by the taskforce

(TITLE CHANGE) Executive Director, Categorical Funding (GUI)

(TITLE CHANGE) Executive Director, Student Life (GUI)

(TITLE CHANGE) Assistant Director for Student Life (GUI)
Note: Is currently Program Manager for Campus Center Programs and Services

(TITLE CHANGE) Program Manager, Compliance to Program Director, Compliance (Categorical)

(TITLE CHANGE) Site Coordinator to Financial Aid Supervisor **(**Categorial)

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Finance and admin services

Positions under review by the taskforce

(NEW) Asst. Manager, Food Services (Non-GUI funded)

(NEW) Program Manager – Facilities (GUI funded)

(NEW) Budget Analyst – (GUI)

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Presidents leadership team

Positions under review by the taskforce

(NEW) Program Manager, IT (Level D)

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BUDGET IMPLICATIONS

50% Law (ECS 84362)

	FY 21/22 Estimated Budget	FY 21/22 Proposed
Subtotal Instruct	$ 54,025,126	$ 54,025,126
Subtotal Instruct & Non	$ 91,972,328	$ 92,868,708
Subtotal Deductions	$ 5,442,569	$ 5,442,569
50% Law:	**62.44%**	**61.80%**

Recommended NEW Positions	Grade	Salary	Benefits	Total
Program Manager, IT (New- [IT])	D	$ 67,974	$ 40,227	$ 108,201
Director, Diversity and Equity (NEW-[Instruction])	I	$ 102,704	$ 40,073	$ 142,777
Budget Analyst (NEW-FAS [Budget Office Department])	G	$ 87,440	$ 46,329	$ 133,769
Program Manager, Facilities (NEW-FAS [M&O Department])	D	$ 67,974	$ 40,227	$ 108,201
Dean of Instruction (NEW-[Instruction])	K-1	$ 125,582	$ 44,785	$ 170,367
Grant Writer/Developer (NEW- [Instruction])	I	$ 51,352	$ 20,036	$ 71,389
Associate Dean (NEW- [Instruction])	J	$ 112,657	$ 42,123	$ 154,779
Assistant Manager, Food Service (NEW-FAS [Food Services Department])	C	$ 63,454	$ 38,785	$ 102,239
Program Manager ,H.S. I (NEW-Instruction)	D	$ 67,974	$ 40,227	$ 108,201
		$ 580,952	$ 273,954	$ 854,905

Proposed Title changes	Grade	Salary Adjustment	Benefits Adjustment	Net Total
Executive Director, Student Life (Title Change-SA [Student Life])	I	$ 2,905	$ 598	$ 3,503
Program Director, Compliance (Title Change-SA [Financial Aid])	G	$ 18,992	$ 12,290	$ 31,281
Financial Aid Site Supervisor (Title Change-SA [Financial Aid])	A	$ -	$ 3,271	$ 3,271
Assistant Director, Student Life (Title Change-SA [Student Life])	G	$ 17,334	$ 5,433	$ 22,767
Executive Director, Categorical Funding (Title Change-SA [DSPS, EOPS, CALWORKS, etc.])	I	$ 2,834	$ 584	$ 3,418
Program Director, Adult Education (Title Change-Instruction [Adult Education])	G	$ 15,634	$ 4,247	$ 19,882
		$ 24,731	$ 16,743	$ 41,474
		$ 605,682	$ 290,697	$ 896,379

LEGEND

100% Funded by Categoricals/Grants not affecting 50% law
Partially Funded by Categoricals/Grants partial affect to 50% law

Ranking Considerations

- Workload distribution
- Compliance
- Funding
- Department needs
- Budget Impact

RANKING

Rank	Committee Recommendations	
	Position	**Area**
1	(NEW) Program Manager, IT	IT
2	(TITLE CHANGE) Director, Student Life -> Executive Director, Student Life	Student Affairs
3	(NEW) Director, Diversity and Equity	Instruction
4	(TITLE CHANGE) Program Manager, Compliance -> Program Director, Compliance	Student Affairs
4	(TITLE CHANGE) Site Coordinator -> Financial Aid Supervisor	Student Affairs
5	(NEW) Budget Analyst, Budget Office	Admin Services
6	(NEW) Program Manager, Facilities	Admin Services
7	(NEW) Dean of Instruction	Instruction
8	(NEW) Grant Writer/Developer	Instruction
9	(TITLE CHANGE) Program Manager, Campus Center Programs -> Assistant Director, Student Life	Student Affairs
10	(NEW) Associate Dean	Instruction
11	(TITLE CHANGE) Director EOPS, CARE, CalWORKS -> Executive Director, Categorical Funding	Student Affairs
12	(TITLE CHANGE) Program Manager, Adult Education -> Program Director, Adult Education	Student Affairs
13	(NEW) Assistant Manager, Food Service	Admin Services
14	(NEW) Program Manager, H.S.I.	Instruction