

BAKERSFIELD COLLEGE

ANNUAL ADMIN STRUCTURE REVIEW

Nan Gomez-Heitzeberg

Jennifer Johnson

John Hart

Don Chrusciel

Zachary Quiroz

Todd Coston

Liz Rozell

Bernadette Gutierrez

Jennifer Marden

TIMELINE REVIEW

Phase 1: November 29-December 1

Task Force completes initial work

Phase 2: December 1-January 19

Engage in college-wide discussion and identify areas of need

Phase 3: January 19-February 2

Continue campus engagement and finalize details of proposal

January 29: Provide initial draft of proposed structure for College Council review (electronically)

February 2: Review final proposal with College Council

PUBLIC SAFETY

TWO PROPOSED POSITIONS

Assistant Director

This position would be doing various administrative tasks in collaboration with the Director (Chief) to help balance the workload (i.e. budget prep, Clery Act tracking, Investigations, Orientation/ training, etc.) for all sites of Bakersfield College (Panorama, BC SW, Delano, etc.).

Operations Manager

This position would provide the afternoon and evening supervision on all BC sites (Panorama, BC SW, Delano, etc.) and provide help with the day-to-day responsibilities. (i.e. Supervise Officers and Cadets on swing shift, conduct site security assessments, respond to emergency calls, etc.)

**BAKERSFIELD
COLLEGE**

MAINTENANCE & OPERATIONS

ONE PROPOSED POSITION

Energy Manager

This is an engineer position primarily responsible for assessing and managing all utilities dealing with our energy use on campus. Their expertise in chilled water, HVAC, Electricity, Water, Sewage, Energy Management Systems, and Central Plants would help us to reduce our energy consumption and power use at all of our sites.

**Note: The expectation is this position would pay for itself with the money saved each year on energy.*

INSTRUCTION

ONE PROPOSED POSITION

Dual Enrollment Program Manager (rural)

The size of the dual enrollment program and the complexity has increased over the last two years. It is currently over 200 sections and is diversified across multiple high school districts. This growth can be accounted with the addition of another program manager.

POSITION REQUESTS AND RANKINGS

GU001 Funded Position Requests

- 1 – Assistant Director Public Safety
- 3 – Engineer – Energy Management
- 4 – Operations Manager Public Safety

Non-GU001 Funded Position Requests

- 2 – Program Manager Dual Enrollment - rural

POSITION REQUESTS AND RANKINGS

GU Funded	Salary & Benefits	FTE
President	-	-
Academic Affairs	-	-
Student Affairs	-	-
FAS	\$340,354	3

Non-GU Funded		
President	-	-
Academic Affairs	\$101,528	1
Student Affairs	-	-
FAS	-	-

50% Law BC Impact

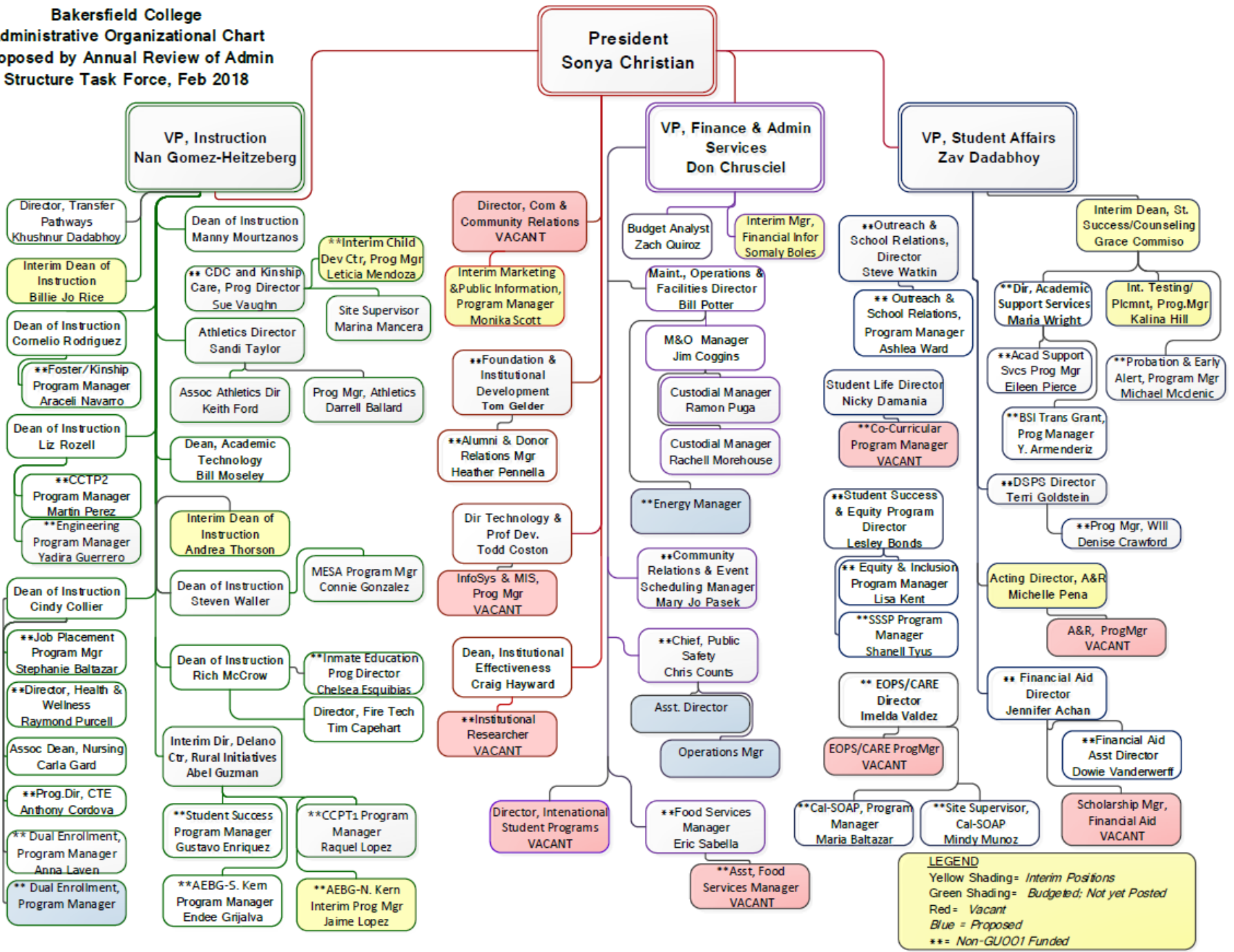
Current

64.84%

Proposed (est. change)

64.00% adjusted for 2 New Faculty &
previous management positions not filled to date

**Bakersfield College
Administrative Organizational Chart
Proposed by Annual Review of Admin
Structure Task Force, Feb 2018**



LEGEND
 Yellow Shading= Interim Positions
 Green Shading= Budgeted; Not yet Posted
 Red= Vacant
 Blue = Proposed
 **= Non-GU001 Funded

NEXT STEPS

- **Task Force will continue to solicit feedback.**
- **Task Force will work to finalize proposal for February 2nd submission to college council.**
- **Budget impact will be included with the final proposal including impact on the 50% law.**
- **After presentation recommendations will be forwarded on to President Christian for final decision.**