

**ANNUAL UPDATE**  
**Bakersfield College Administrative Structure Task Force**  
<https://committees.kccd.edu/bc/reorganization-task-force>  
**November 28, 2018**

**Guiding Principle:**

Review and update administrative structure for 2019-20 that promotes the values, mission and strategic directions of the college. This is not a review with the intention to downsize the college for a reduction of force.

**Deliverable:**

Complete an annual review of the administrative organization to include a document that proposes options for the administrative structure of Bakersfield College with pros and cons for each option along with the budgetary impact. The options will reflect the institutional priorities as defined in the Strategic Directions, Core Values, Program Review Summary, and Decision Making documents.

**Who:** College Council is the sponsor of the work. This small group includes broad representation including previous task force members and members of College Council.

**Taskforce:**

Chair: Todd Coston

Classified: Bernadette Martinez

Faculty: Jason Stratton, Krista Moreland

Management: Billie Jo Rice, Jennifer Achan, Amber Hroch

Administrative Support: Jennifer Serratt

Ex-officio, Financial Analysis: Mike Giacomini, Brenda Gamlowski

**When:** November 16, 2018 – March 1, 2019

**Workplan:**

Phase I: November 16 -December 7

Task Force completes initial work

- Review of current organizational structure, key institutional documents and college-wide initiatives
- Review draft and finalize work plan

December 7: Provide overview of charge and work plan to College Council

Phase 2: December 7 – January 18

Engage in college-wide discussion and identify areas of need

- Communicate with various college constituencies (such as FCDC, SALT, EAC, CSEA, Academic Senate) to explain the process, answer questions and gather input

January 18: Provide update to College Council

Phase 3: January 18 – February 1

Continue campus engagement and finalize details of proposal

February 1: Provide update to College Council

Phase 4: February 1 – March 1

February 26: Provide initial draft of proposed structure for College Council review (electronically)

March 1: Review final proposal with College Council

**Proposed Task Force Meetings:**

November 28, 2018

December 11, 2018

January 8, 2019

January 29, 2019

February 12, 2019