

BAKERSFIELD COLLEGE

ANNUAL ADMIN STRUCTURE REVIEW

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**BAKERSFIELD
COLLEGE**

March 24, 2021 – College Council

TIMELINE REVIEW

Phase 1: 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

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

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 (Categorical)

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)

PRESIDENTS LEADERSHIP TEAM

Positions under review by the taskforce

(NEW) Program Manager, IT (Level D)

BUDGET IMPLICATIONS

50% Law (ECS 84362)				
	FY2018 YE	FY2019 YE	FY2020 YE	FY2021 Adopted Budget
Instructional Salaries				
10	33,639,281.04	36,358,349.93	38,766,731.82	37,446,810.81
20	1,759,533.45	1,677,204.20	1,775,307.56	2,398,431.74
30	11,002,520.93	17,848,216.40	17,877,713.45	13,183,752.60
Subtotal Instruct	46,401,335.42	55,883,770.53	58,419,752.83	53,028,995.15
Instructional & Non				
10	39,327,347.34	42,001,662.30	44,736,946.74	43,635,666.25
20	9,305,990.70	10,206,668.01	10,882,105.02	12,941,463.61
30	16,998,126.14	25,599,280.66	25,518,024.88	21,687,026.91
40	904,181.43	926,178.81	689,538.58	2,211,620.79
50	5,492,628.02	7,911,609.61	8,785,741.17	9,082,122.44
Subtotal Instruct & Non	72,028,273.63	86,645,399.39	90,612,356.39	89,557,900.00
Deductions				
10	339,833.42	399,325.21	393,298.74	520,974.06
20	1,342,479.20	1,514,484.96	1,578,869.96	2,209,510.98
30	555,570.46	698,260.94	738,786.52	1,282,152.82
40	95,893.90	143,455.09	181,976.68	275,745.17
50	1,014,726.48	672,145.88	844,924.30	1,154,186.31
Subtotal Deductions	3,348,503.46	3,427,672.08	3,737,856.2	5,442,569.34
50% Law:	67.56%	67.15%	67.25%	63.04%
Admin Structure:				
Current at time of Presentation FY20	67.53%			
Proposed FY20	61.03%			
Current as of 3-23-21	63.04%			
Proposed for Review:	61.70%			

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