

# **BAKERSFIELD COLLEGE**

## **ANNUAL ADMIN STRUCTURE REVIEW**

Jennifer Achan (Student Affairs)  
Somaly Boles (Financial Analysis)  
Grace Commiso (Faculty)  
Sooyeon Kim (President's)  
Timothy Mason (Classified)  
Richard McCrow (Instruction)  
Ann Tatum (Faculty)  
Calvin Yu (FAS)

**BAKERSFIELD  
COLLEGE**

---

# DIVISIONAL PLANNING

- Instruction
- Student Affairs
- Finance and Administration
- President's Leadership Team

# RANKING CONSIDERATIONS

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

# 2023-24 RANKING

Committee Recommendations		Rank
Position	Area	
Director, Finance & Grants	FAS	1
College Safety Officer Supervisor	FAS	2
Program Manager, Baccalaureate	Instruction	3
Associate VP, Instruction	Instruction	4
Associate VP, Student Affairs	Student Affairs	5
Associate Dean, Instruction (e.g. Health Science)	Instruction	6
Associate Dean, Instruction (e.g. Social Science)	Instruction	7
Associate Dean, Instruction (e.g. Behavioral Science)	Instruction	8
<del>*Program Manager, Branch Campuses</del>	<del>Instruction</del>	

*\*After review by the Executive Team, this position was removed from the list.*

# 2023-24 BUDGET IMPLICATIONS

	FY23		
<b>Academic Salaries</b>			
	ADOPTED_BUDGET	Proposed	FY23 Adopted + Proposed
INSTRUCTIONAL SALARIES	40,607,554.17		40,607,554.17
INSTRUCTIONAL + NON-INST SALARIES	47,237,804.81	609,768.67	47,847,573.48
<b>Classified Salaries</b>			
	ADOPTED_BUDGET	Proposed	FY23 Adopted + Proposed
INSTRUCTIONAL SALARIES	5,685,906.12		5,685,906.12
INSTRUCTIONAL + NON-INST SALARIES	19,859,144.61	284,844.72	20,143,989.33
<b>Other Expenditures</b>			
	ADOPTED_BUDGET	Proposed	FY23 Adopted + Proposed
EMPLOYEE BENEFITS INSTRUCTIONAL	20,258,551.63		20,258,551.63
EMPLOYEE BENEFITS INST + NON-INST	31,604,792.69	429,098.53	32,033,891.22
SUPPLIES & MATERIALS	1,566,898.26		1,566,898.26
OTHER OPERATING EXPENSE & SERVICES (INSTRUCTIONAL)	1,004,400		1,004,400.00
TOTAL OTHER OPERATING EXPENSE INST+ NON-INST	12,106,121.54		12,106,121.54
EQUIPMENT REPLACEMENT			
<b>Less Exclusions</b>			
	ADOPTED_BUDGET	Proposed	FY23 Adopted + Proposed
STUDENT TRAVEL	56,116		56,116.00
RENTAL OF FACILITIES	3,273,544		3,273,544.00
<b>Total Current Instructional Cost</b>			
	ADOPTED_BUDGET	Proposed	FY23 Adopted + Proposed
Total Current Instructional Cost	67,556,411.92		67,556,411.92
<b>Total Current Expense of Education</b>			
	ADOPTED_BUDGET	Proposed	FY23 Adopted + Proposed
Total Current Expense of Education	109,045,101.91		110,368,813.83
<b>Percentage of Instructional Cost</b>			
	ADOPTED_BUDGET	Proposed	FY23 Adopted + Proposed
Percentage of Instructional Cost	61.95%		61.21%

# TIMELINE REVIEW

---

## Admin Structure Review Schedule

Feb 2, 2024	<b>College Council Meeting - Intro</b>	Overview of Admin Structure Review Process, share the timeline, and introduction of team.
TBD	Admin Structure Meeting #1	Kick-off meeting. Overview of process and timeline and solicitation of org changes, title changes, and new positions.
TBD	Admin Structure Meeting #2	First review of proposed positions and discussions about justification.
TBD	Admin Structure Meeting #3	Discussions, rank positions, and review of recommendations. Write-up supporting document.
Mar 1, 2024	<b>College Council Meeting - 1st read</b>	Share rankings and provide narrative document for review.
TBD	Admin Structure Meeting #4	Meeting to address any feedback from committees or College Council
Mar 15, 2024	<b>College Council Meeting - 2nd read</b>	Final review and approval of team recommendations.