

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: ADMINISTRATIVE REORGANIZATION AND
ELIMINATION OF POSITIONS

REQUESTED ACTION: INFORMATION

SUMMARY:

Dr. Jowel Laguerre, Superintendent/President, will present his proposed reorganization plan as a response to the 2009-2010 budget. The Executive Cabinet, working with FABPAC and the Shared Governance Council, decided to slightly modify the structure of the organization to absorb some budget cuts. There are also changes of reporting included in the organizational charts.

Following is a summary of the proposed reorganization, together with organizational charts for the Administrative Leadership Group, Academic Affairs, and Student Services.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Jowel C. Laguerre, Ph.D.
Superintendent/President

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707 864-7112

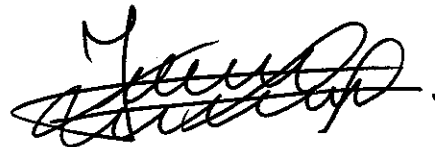
TELEPHONE NUMBER

Administration

ORGANIZATION

August 6, 2009

**DATE SUBMITTED TO
SUPERINTENDENT/PRESIDENT**



JOWEL C. LAGUERRE, Ph.D.
Superintendent/President

August 6, 2009

**DATE APPROVED BY
SUPERINTENDENT/PRESIDENT**

SOLANO COMMUNITY COLLEGE DISTRICT

Administrative Reorganization and Elimination of Positions

SUMMARY:

This reorganization is proposed as a response to the 2009-2010 budget. The Executive Cabinet working with FABPAC and the Shared Governance Council decided to slightly modify the structure of the organization to absorb some budget cuts. Several positions were eliminated and activities were combined. Other changes are brought forth to simply realign some activities. The reorganization affects primarily three areas: Office of the Superintendent/President, Academic Affairs and Student Services.

Superintendent/President:

- The Research and Planning Office: New reporting line
- Reassignment of one Executive Coordinator to Executive Coordinator and Special Projects

Academic Affairs:

- Change in title and scope of responsibilities for Deans and alignment of programs and services:
 - Dean of Business & Computer Science title change to Dean of Business & Career Technical Education to reflect inclusion of Aeronautics, Air Conditioning & Refrigeration, Automotive, Cosmetology, Drafting, Electronics, Industrial Technology, Maintenance Technology, Welding, Occupational Education, Work Experience, Contract Education, and Small Business Development Center;
 - Dean of Health Occupations title change to Dean of Health, Public Safety & Family Studies to reflect inclusion of Criminal Justice, Fire Technology, Early Childhood Education, Human Development, and Children's Programs;
 - Dean of PE & Athletics title change to Dean of PE, Wellness & Athletics to reflect inclusion of Nutrition and Facility Use Agreements (former responsibility of Associate Vice President of Workforce & Community Development)
 - Dean of Fine & Applied Arts/Behavioral Science now responsible for Community Education & Lifelong Learning (formerly known as Community Services and responsibility of Associate Vice President of Workforce & Community Development)
 - The Tutorial Center joins other Academic Support Services such as the Reading & Writing and ESL lab under the supervision of the Dean of Humanities;
 - The Ethnic Studies program included in the Humanities Division;
 - Contract Education and Small Business Development Center

Student Services:

- Dean of Admissions & Records position eliminated: New position – Director of Admissions & Records
- Supervision of Assessment Center moved from Dean of Counseling & DSP to Director of Admissions & Records
- Dean of Special Services (Financial Aid, EOPS, Tutorial Center) position eliminated: New position – Director of Financial Aid – includes supervision of Financial Aid and Veterans Program
- Tutorial Center supervision moved to Academic Affairs; EOPS program supervision moved to Dean of Counseling & Special Services
- Dean of Counseling & DSP position title changed to Dean of Counseling and Special Services
- CalWORKs supervision moved from Vice President Student Services to Dean of Counseling and Special Services
- EOPS/CalWORKs programs combined; EOPS required to have full time coordinator (Still in progress with Chancellor's office)
- Director of Student Development position title change to Dean of Student Development and Outreach and extend from 10 months to 12 months; added responsibilities for implementation and coordination of High School Outreach program and Tech Prep (moved from Academic Affairs)
- Director Research & Planning supervision moved from Vice President Student Services to Superintendent/President

Elimination of Positions:

Academic Affairs

- Dean of Career Technical Education
- Associate Vice President Workforce and Community Development/Interim Foundation

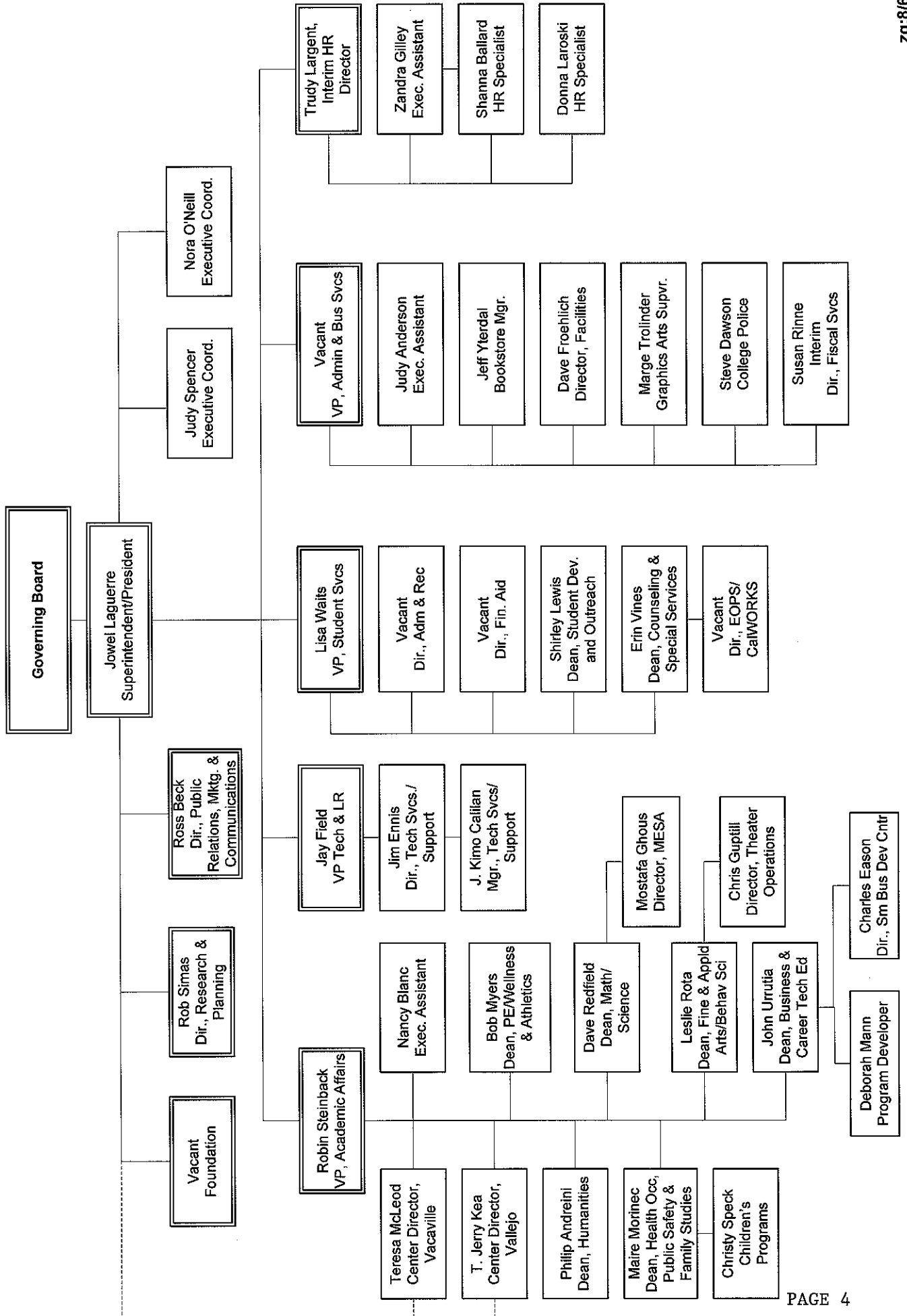
Student Affairs

- Dean of Financial Aid and Special Services
- Dean of Admissions and Records
- Assistant Registrar

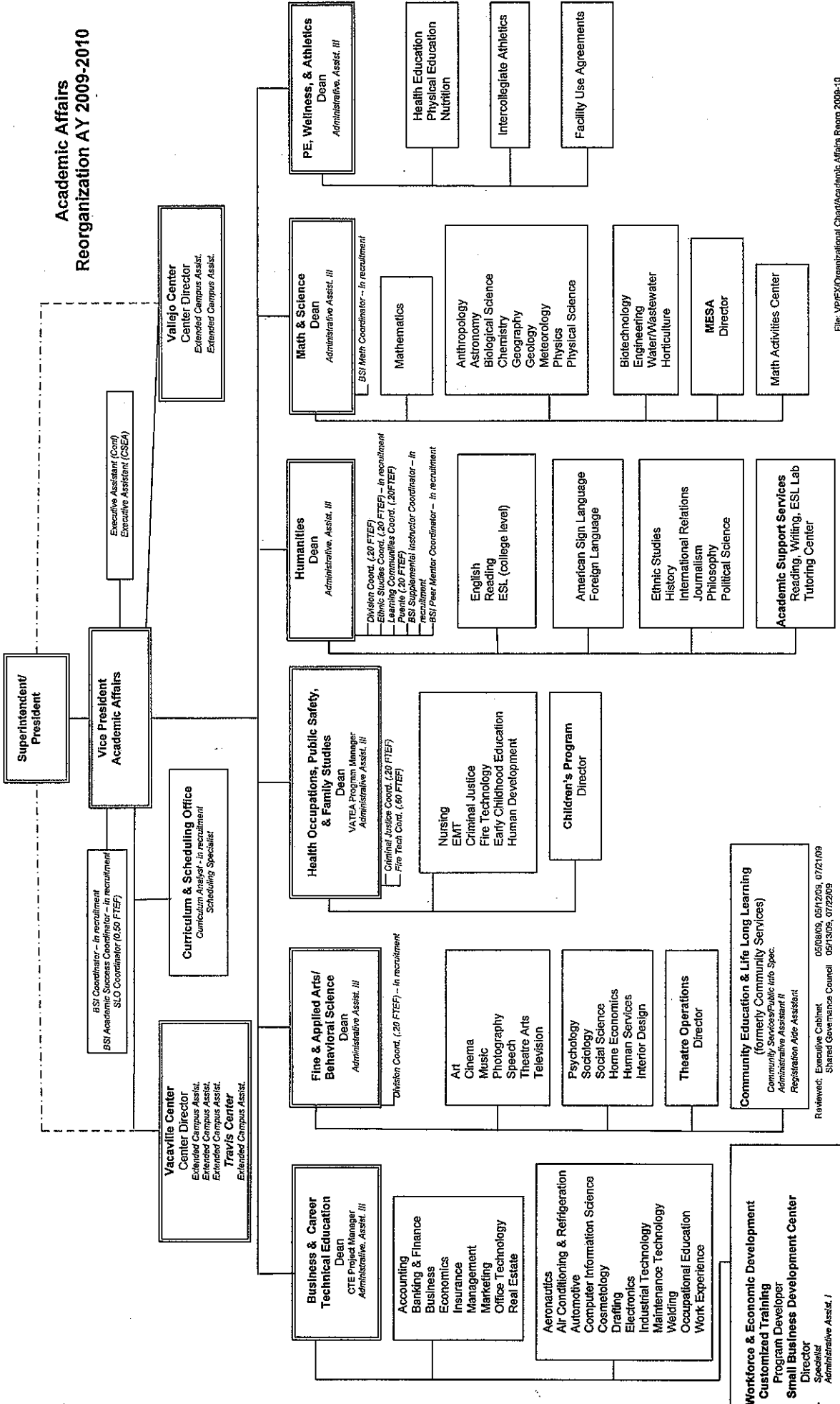
As a result of the reorganization and reporting structure, other job descriptions will be revised to reflect the appropriate supervision. The proposed changes will take effect following Board approval.

Solano Community College

Administrative Leadership Group 2009 - 10



Academic Affairs Reorganization AY 2009-2010



File: VP/ES/Organizational Chart/Academic Affairs Report 2009-10
Last edited date/time: 7/28/2009 5:15:42 PM

Reviewed: Executive Cabinet 05/08/09, 05/12/09, 07/21/09
Shared Governance Council 05/13/09, 07/22/09
Note: Responses to Budget Detail (Reductions = 1 Dean, 1 Assoc VP), Redistribution of Disciplines, Programs & Services

**Student Services
Reorganization Proposal
Response to Budget Deficit Model-Draft**
Reductions= 1 Dean, 1 Assistant Registrar,
1 Student Services Assistant (A&R)

