



College Coordinating Council Meeting Via Zoom

June 17, 2020

A124 – President’s Conference
Room 8:30 a.m. – 9:30 a.m.
(Less than 10 people)

Type of Meeting: Regular
Note Taker: Patty McClure/Megan Aceves
Please Review/Bring: Agenda, Minutes

Committee Members:

Dr. Jessica Harper, Academic Senate
Cameron Zappetta ASO
Bridget Cook, General Counsel
Pamela Ford & Wade Saari, Classified Union
Michelle Hernandez, Confidential/Management/Supervisory/Administrators
LaDonna Trimble, Deans
Dr. Scott Lee & Dr. Aurora Burd, Faculty Union
Dr. Les Uhazy, Interim Vice President of Academic
Jenn Burchett, Vice President of Human Resources
Dr. Erin Vines, Vice President of Student Services

MEETING

Items	Person(s) Responsible	Time	Action
INFORMATION/DISCUSSION/ACTION ITEMS:			
I. BP & AP 2205 – Internal Audit	Bridget	5 minutes	
II. 2020 Administrative Reorganization	All	55 minutes	
FUTURE AGENDA ITEMS:			
NEXT MEETING DATE:			
August 19, 2020			

Zoom Meeting Info

Join from PC, Mac, Linux, iOS or Android: <https://cccconfer.zoom.us/j/95697076443>

Or iPhone one-tap (US Toll): +16699006833,95697076443# or +13462487799,95697076443#

Or Telephone:

Dial:

- +1 669 900 6833 (US Toll)
- +1 346 248 7799 (US Toll)
- +1 253 215 8782 (US Toll)
- +1 301 715 8592 (US Toll)
- +1 312 626 6799 (US Toll)
- +1 646 876 9923 (US Toll)

Meeting ID: 956 9707 6443

International numbers available: <https://cccconfer.zoom.us/j/95697076443>

Or Skype for Business (Lync):

[SIP:95697076443@lync.zoom.us](skype:95697076443@lync.zoom.us)

May 22, 2020

Antelope Valley Community College District and Antelope Valley College
Administrative Reorganization

We are submitting the following reorganization plan for the Administrative structure of the District and College, and the assignments of several administrators. This plan was predicated with the departure of the Executive Director of Business Services. As has been our practice, when an administrative vacancy occurs, we review the structure of administration to ensure that the positions are efficient, effective and defined appropriately.

With an eye to the future, a more traditional college administrative structure is warranted. This plan restores the position of the Assistant Superintendent/Vice-President of Administrative Services. In conjunction with this restoration, the Executive Director of Business Services position will not be replaced, but the duties will be divided into two areas; Executive Director of General Services, and Executive Director of Fiscal and Financial Services. The latter will also serve as Chief Business Officer.

Mr. Rick Shaw will fill the position of Vice-President of Administrative Services as an Interim appointment beginning July 1, 2020. He will be responsible for ITS, Facilities, and Business Services.

Mr. Dean LoNigro will be moved into the position of Executive Director of ITS. Dean's current position will not be filled.

Ms. Sarah Miller will become Executive Director Fiscal and Financial Services and Ms. Dawn McIntosh will become Executive Director of General Services.

Mr. Tom Gang will become Executive Director of Athletics and Kinesiology. His status will be changed to Educational Administrator.

Dean Greg Bormann will assume responsibility for the incarcerated student program and the offerings at Rosamond.

Dean Cathy Hart will have expanded duties with Apprenticeship development, collaboration with the Makers Space and expanded use of the Palmdale Center, and a return to representing the district in the Adult Ed Consortium.

Dean Christos Valiotos will expand with a program in Computer Engineering and faculty member Professor Richard Birtium will be moved from Business and Computer Systems to that Division along with the programming language disciplines.

Ms. Nancy Masters will be moved from the Academic Senate into the vacant Coordinator position in the Public Information, Marketing and Governmental Relations Office. The support position for the Academic Senate will be reviewed with the Senate Executive Committee.

Ms. Samantha Darby will fill a new, previously approved position in the President’s Office as an Administrative Assistant to provide support to the offices of Academic Affairs, Student Services and the Academic Senate.

An organization chart is attached, and statement of financial impact follows. This plan will reduce the number of administrative/managerial positions by one.

The Executive Council will be constituted as follows:

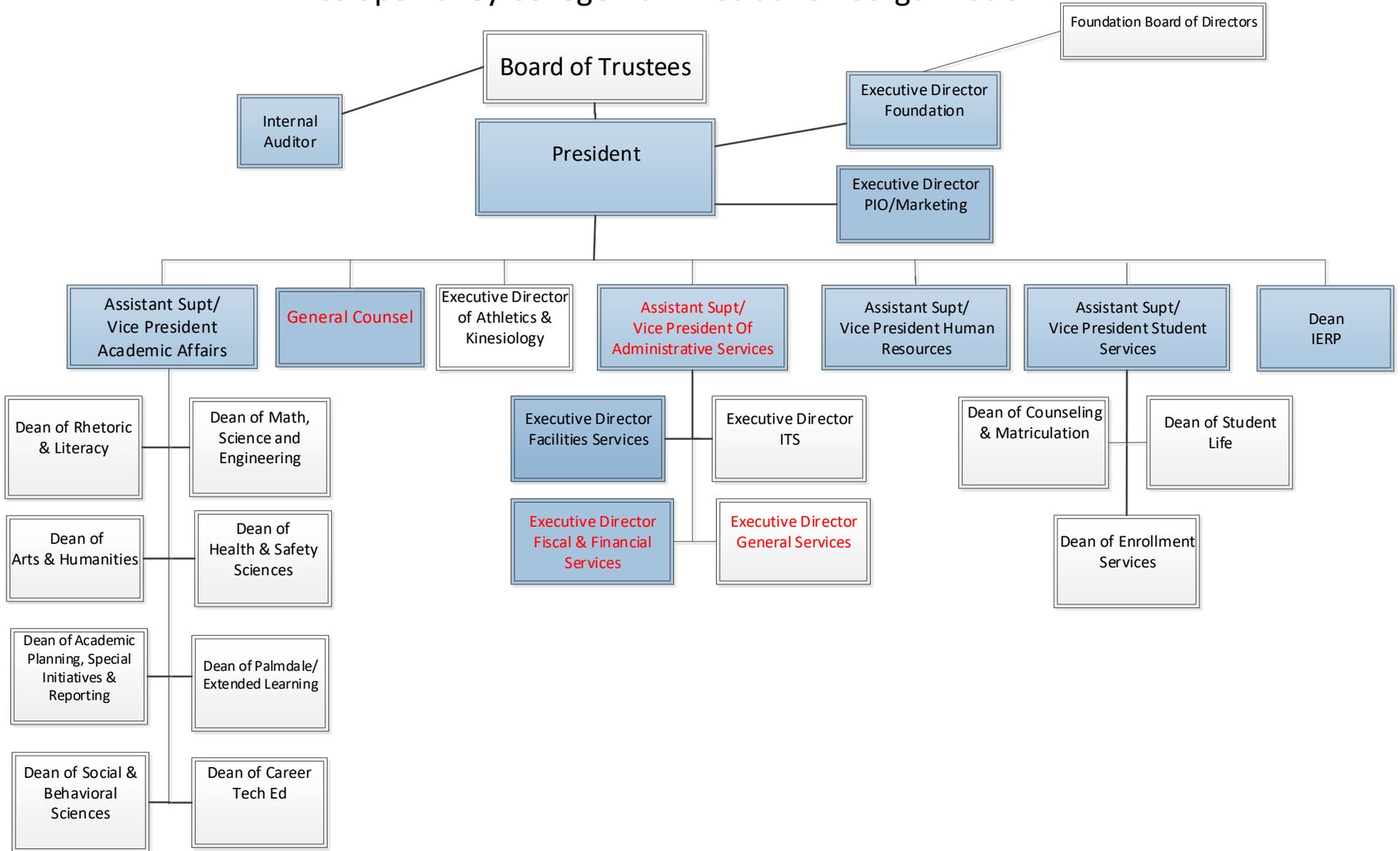
- Superintendent/President
- Assistant Superintendent/Vice-President of Academic Affairs
- Assistant Superintendent/Vice-President Student Services
- Assistant Superintendent/Vice-President Human Resources
- Assistant Superintendent/Vice-President Administrative Services
- Executive Director of Public Information, Marketing and Governmental Relations
- Executive Director of Fiscal and Financial Services
- Executive Director of Facilities
- Executive Director of Foundation
- Dean of Institutional Effectiveness, Research and Planning
- District General Counsel
- Internal Auditor

The financial impact of the reorganization: (this is base salary only and does not include benefits)

Asst Sup/VP Admin Svcs	\$185,366 - \$148,390	+\$36,976
Exec Dir ITS	\$145,482 - \$130,566	+\$14,916
Exec Dir Gen Svc	\$145,482 - \$130,566	+\$14,916
Exec Dir Fin and Fisc (CBO)	\$145.482 - \$130,566	+\$14,916
Exec Dir Ath & Kin	\$137,091 - \$120,623	+\$16,468
Less: Director ITS		-\$130,566
Less: Exec Dir Bus Svc		-\$159,144
Less: Stipends		<u>- \$ 9,000</u>
Total Change: (Savings)		<u>-\$200,518</u>

May 22, 2020

Antelope Valley College Administrative Reorganization



Revised May 2020

Shaded Indicates Executive Council