

From: Office of the President

date: Wed, Dec 14, 2016 at 3:36 PM
subject: Organizational Changes...

Please see the following message from President McClure:

During my recent presentation to each constituent group, I discussed the need for the University to streamline services and functions. I also discussed the need for us to "right size" our staff size to be compatible with our current enrollment.

These changes will be made in stages. Some changes have occurred and others will be effective January 2017 and will be detailed in this email. Another set of changes will be effective July 2017 and will be detailed in the spring. The July 2017 changes will include organizational changes that will integrate Extended Studies more into the academic departments of our campus.

Changes already in place include:

Transfer Coordinator position moved to the Admissions Department from the Registrar's Office to better streamline these services for students.

Extended Studies Content Manager assumed content management for entire campus resulting in a cost savings by not duplicating this position.

Tenure-track faculty positions frozen until the completion of the Academic Master Plan to allow academic department to determine future areas of growth.

Extended Studies has been downsized (through attrition) by 7 positions for a savings of \$400,000. However, key positions will be refilled.

Changes effective January 2017:

Vice President Cary's title changed to Vice President of Administration/Chief Operation Officer to better clarify VP Cary's role. VP Cary helps with oversight of day-to-day operations and is the administrator in charge in my absence. There is no budget impact.

Assistant VP Heersink's title changed to Chief Financial Officer to better clarify her role. There is no budget impact.

Human Resources transferred to report to Vice President Cary to provide a better appeal process and to better coordinate business office functions with human resource functions.

Campus Post Office transferred to report to Auxiliary Services reporting to Bruce Deltondo and Vice President Marquez to provide better oversight and coordination with the student post office. This will also and relieve some of the additional duties on Facilities.

Extended Studies will remain as a department and still report to Dr. Chris Gilmer. Significant progress has been made on improvements. Early next semester, Associate VP Walter Roybal and I will be presenting to the constituent groups about the progress made to date and future plans for the growth of Extended Studies.

Other than a possible position in Advancement/Marketing as discussed in my presentations, no other new administrative positions will be added.