TOWN HALL

What does *Centralization* mean for SRJC Petaluma?

MAY 12, 2021

CONSOLIDATION & CENTRALIZATION

Centralization: ALL STAFF (TYPE A)

- Centralization of all staff
  - Headquarters at District level and no specific campus-based staff
  - Examples: HR, Emergency Management, IT Help Desk

- How functions:
  - Requires management coordination
  - Requires remote access by staff

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Centralization: Management (TYPE B)

- Centralization of management
  - Coordination level on campus
  - Examples: Facilities, parts of IT, custodial, now Media and Business services

  - How functions:
    - Requires extra coordination meetings
    - Bi-weekly all-management meetings (Extended PLC).

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Centralization: POLICY & PROCEDURE, Local Management & Staff (TYPE C)

- Centralization of policy/procedure and vision
  - Dual participation: Department Level & Campus Level
  - Examples: most of Student Services, Academic Support

- How functions:
  - Requires dual participation and communication at multiple levels

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SRJC Petaluma Campus Management Changes

Position	Incumbent		Change
Vice President	Jane Saldana-Talley	→	Converted to Executive Dean
Dean of Student Services	Matthew Long	→	Established Director of Student Engagement and Support Services (Duties incorporated other management positions) (Director moved from Santa Rosa to Petaluma)
Manager, Facilities Operations and Equipment/Petaluma	Gary Watts	→	Eliminated (duties incorporated into coordinator position) (moved to District Management)
Manager, Media Services/Petaluma	Matt Pearson	→	Eliminated (campus responsibilities tbd)
Manager, Petaluma Business Services	Whitney Schultz	→	Eliminated (duties incorporated into coordinator position) (moved to District Management)
Director OIR	KC Greaney	→	Converted to Senior Director, IERP (co-located on campus, campus responsibilities tbd)
Director, Gateway to College	Vanessa Luna-Shannon	→	Director, Dual Enrollment Programs (co-located on campus; campus responsibilities remain)

SRJC PETALUMA
Chart of Campus Management

VP of Student Services

Dr. Matthew Long
Executive Dean

VP of Academic Affairs

VP of Finance/Admin

Enrollment and Student Services Centers
Denise Cooper
Manager

Deputy Title IX
Assessment
Student Outreach
Dream Center

Enrollment Services Center

Student Employment
Admission & Records
Financial Aid
Student Bill Paying

KEY:

| Service Center |

| **Campus Based Manager** |

Indirect Report ─ ─ ─

Student Support Services
Deb Ziccone
Manager

District St. Transportation
District Student IDs
District Off Campus Housing
Student Grievances
Student Support Programs
Career Hub Services
St Center Operation Support

Our House
InterCultural Center

EOPS
(Campus Based Faculty)
Foster Youth
(District Staff)
CalWorks
(District Staff)

Student Engagement and Support Services
Michelle Vidaurri
Director

District St. Serv. Technology
Student Conduct
BCARE
Campus Events

Student Success and Engagement Center

Student Success Team
Student Activities & Clubs
Student Government
Welcome Center
Cyber Center South
Student Ambassadors
Basic Needs Resource Center
Career Hub

Counseling Support Center

Counseling

Puente

Type B:
District Managed, Campus Based Staff

Disability Resources
Kim Starke, Dean
(Campus Based Faculty and Classified Staff)

Student Health
Rebecca Norwick, Director
(Campus Based Classified Staff)

Type A:
District Centralized

Santa Rosa
HR, Payroll, Purchasing, Veterans, EH&S, Emergency Management, & more

Petaluma
OIR, Dual Enrollment

Instruction and Enrollment Management
Regina Guerra
Interim Dean

Academic Support Center

Computer Lab
Tutorial
Writing Center

Petaluma Faculty

Instructional Aides
Science Lab IAs
Science Lab Coord.

Media Services
Q McQuaid
Director
(Campus Based Classified Staff)

Library
Dr. Mary-Catherine Oxford
Dean
(Campus Based Faculty and Classified Staff)

Business Services
Whitney Schultz
Accounting Manager

Faculty Support Center

Warehouse
(Campus Based Classified Staff)

Facilities Operations
Hank Lankford
Manager
(Campus Based Classified Staff)

Custodial
Mengi Gebre
Manager
(Campus Based Classified Staff)

Information Technology
Dan Exelby, Manager
Mike Roth, Manager
(Campus Based Classified Staff)

District Police
Rob Brownlee, Chief
(Campus Based Classified Staff)

Academic Affairs

Vice President Jane Saldaña-Talley

Dean of Instruction and Enrollment Management (Interim) Regina Guerra

Faculty/Academic Programs	Instructional/Student Support	Library/Media Services
Full-time Faculty	Tutorial Center	Mahoney Library
Adjunct Faculty	Writing Center	Media Services/Instructional Computing
Schedule Development	Dual Enrollment	
Instructional Facilities	Science/Behavioral and Social Science Labs	

Student Services

Vice President Pedro Avila

Philosophy
- Centralized/decentralized approach
- Commitment to Support Petaluma's Student Services
- Frequent communication & coordination with Matthew
- New job descriptions

Matthew's Role
- Vision
- Budget
- Supervision of staff

Michelle Vidaurri's Role

Human Resources
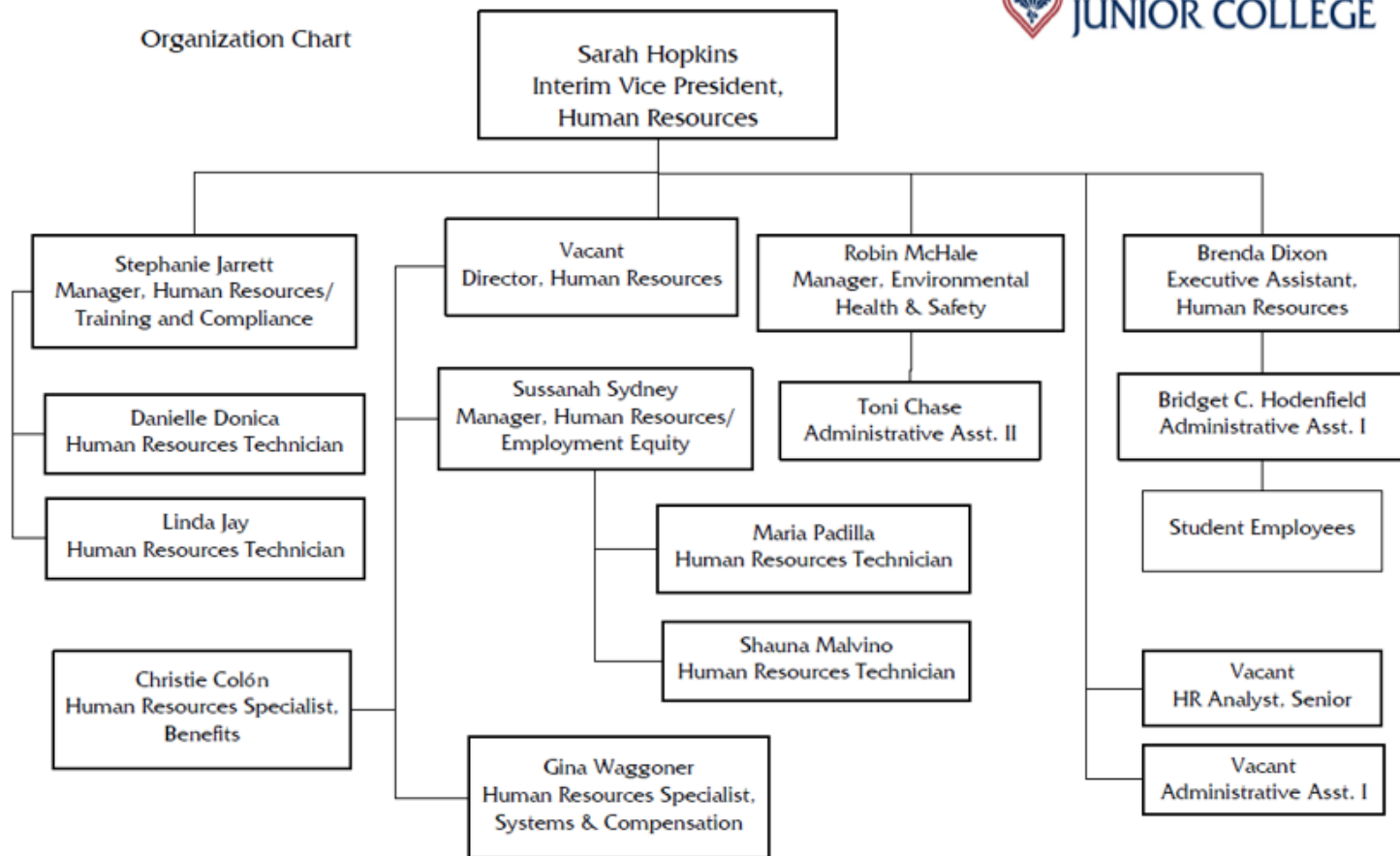
Interim Vice President Sarah Hopkins

SRJC aspires to be an inclusive, diverse and sustainable learning community that engages the whole person.

HUMAN RESOURCES

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Summary of Staffing and Programs

Finance and Administrative Services

Vice President Kate Jolley

Accounting

Logistics
(Warehouse and Mailrooms)

Purchasing

Information Technology

District Police

Payroll

Emergency Management

Facilities Operations
and Custodial Support

Risk Management and
Environmental Health and Safety

Questions in five main areas

1. What centralization is occurring for Petaluma?

2. How much more is in store for Petaluma?

3. How are we planning to manage Petaluma now?

4. How do we give feedback and reassess as we engage in this experiment?

5. How is the college planning on addressing the budget crisis?