



**Laney College
Office of the President**

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Monday, August 8, 2011

MEMORANDUM

TO: Laney College Community
FROM: Elñora T. Webb, Ph.D., President
SUBJECT: Laney College Re-Organization, Updates & Reminders

I thank you colleagues—faculty, staff and administrators—for ensuring a Summer school experience for thousands of individuals who successfully completed courses at Laney! I’m even more excited to begin this new academic year given the many eager faces I’ve seen show up to enroll for Fall 2011 classes. I need to convey my gratitude for what you will do this term that will reflect the amazing talent among us! Again, you will be unwavering in your commitment to provide rigorous instruction, using sound pedagogy, to facilitate student learning. You will enable students to remember key knowledge, acquire new skills and exceed their own expectations. Students will so engage because of your insightful, relevant and helpful guidance. They will value your discussions of substantive topics and your enthusiastic reference to possibilities. They will find invaluable the simple, important and salient reminders about how they are designing and building their lives with their every investment of time, energy and effort in pursuit of educational and career goals.

REORGANIZATION OF LANEY COLLEGE

My sincere appreciation to everyone college-wide for your engagement in the re-organization process of Laney College! Everyone’s work in making this re-organization a reality demonstrates our collective commitment to improving students’ achievement to increase their success, and also to participating in college governance, which serves as the foundation for our way of working together here at Laney.

This re-organization, effective July 1, 2011, is an essential and initial step, in a series of steps, which lays the groundwork in our efforts to achieve the goal of 90% student success in obtaining certificates and degrees, graduating and transferring and acquiring career positions. This re-organization will further demonstrate Laney’s commitment to institutional effectiveness in order to better serve our students, personnel and the greater East Bay community. The reorganization strives to enhance the capacity to serve and to address the achievement and equity challenges germane to community colleges like Laney, which are uniquely situated within an urban context and with high performance achievement goals.

In short, the formerly separate units, Instruction and Student Services, are now integrated into a combined Office of Academic and Student Affairs (A/SA) to increase better communication, cost savings, and services to students. This new unit of the college has one lead, the Executive Vice President, and five Academic and Student Affairs Deans who will work collaboratively toward the common student-learning centered goal. In addition to the new A/SA structure, we are building the

Office Administrative and Business Services to ensure a robust college operation. (See the Executive Summary of the Laney College Restructure and Re-organization.)

Thanks to the smart work of our administrative team, faculty leadership, classified staff leadership, and student leadership for providing input throughout our planning period and now implementation phase to ensure a smooth transition to this new organizational framework.

On the web at <http://www.laney.edu/wp/president/college-reorganization> are the following documents that detail the re-organization.¹ They provide both a broad organizational view (see the organizational charts, Attachment A and C) and more specific details such as identifying each department and permanent employee within each unit (see Attachment B). The re-organization is an ongoing process for the next few years, and hence the re-organization structure is based on that timeline. Thus, all planning and operational documents shall be updated as improvements are made.

- Executive Summary of the Laney College Restructure and Re-Organization
- Attachment A: Re-Organization Plan, Effective 2011-12
- Attachment B: Re-Organization Plan, Detailing the Staffing by Division (multiple tab excel doc.)
- Attachment C: Re-Organization Plan, Effective 2013-14
- Attachment D: Map noting relocation of Tower Building occupants to Eagle Village
- Attachment E: Eagle Village directory

In addition to the above documentation, please see below for other pertinent information, also related to the new re-organization.

TOWER MOVE

We have attached a map noting the relocation of the various departments, divisions, the faculty & staff formerly located in the Tower Building. When school begins on August 22, 2011, we will need to come together and strengthen our effort to help students who may be lost given the new organization and relocation of departments and individuals. Please go out of your way to assist our students to ensure their positive experience while here at Laney.

If you have any questions with regard to the relocation of Tower Building occupants, please feel free to contact Dean Marco Menendez who continues to serve in remarkably effective ways as the Laney Coordinator for the Tower move. His contact information along with all other administrators is located on the Eagle Village directory sheets (see Attachment E).

HELPFUL INFORMATION

If you need any information or clarification with regard to the implementation of the re-organization or any related logistics, please contact your Dean and/or the Vice President.

REMINDERS

During the college retreats on Thursday and Friday of this week (see below) and professional development days on the 18th and 19th, all faculty, staff and students will have the opportunity to learn more about the details of the reorganization. Important, everyone will have the opportunity to help establish the 1, 2 or 3 college goals for this year.

1. Laney College Collegewide Retreat, August 11 & 12, 2011, Laney Bistro from 9:00 – 4:00 PM *

¹ If you see something in any of these documents that requires correction, please inform Maisha Jameson at mjameson@peralta.edu. Thank you!

2. Laney College Professional Development Days, August 18 & 19, 2011 from 8:00 – 6 PM *

**... shall include refreshments, lunch, exercise and much more!*

Cc: Wise Allen, Ph.D., Chancellor
Vice Chancellors
PCCD Trustees