



Santa Rosa Junior College

TO:	BOARD OF TRUSTEES	ITEM NO. 14
FROM:	PRESIDENT	
SUBJECT:	Update on the Status of Re-engineering of Classified Employees	DATE 2-8-11
REASON FOR BOARD CONSIDERATION INFORMATION		ENCLOSURES 1 of 2

BACKGROUND

Re-engineering is a fundamental re-thinking and re-design of an organization's processes to achieve dramatic improvements in cost, quality, and service. Re-engineering is meant to convey a sense of urgency in response to changing conditions and projections of future events, and is achieved by taking steps to change in areas like staffing, technology, and office culture.

In anticipation of mounting financial challenges in California, Dr. Agrella authored a "white paper" to the College community titled, "Re-engineering the Sonoma County Junior College District," in which he proposed the concept of re-engineering the College by not only stepping up the pace of program review, but also assuring that every program, process, or operation of the College is examined at a more detailed level. Ultimately, this was to ensure that those programs, processes or services that continue are central to the core mission of this College, while maintaining the College's reputation for delivering quality service.

The re-engineering of the classified staff that has occurred to date was one of the District's first initiatives to avoid layoffs of regular classified employees. In consultation with SEIU, Local 1021, the District reviewed staffing patterns and work assignments of regular classified staff in several classifications such as Administrative Assistants, Learning Facilitators, Instructional Assistants, Building Maintenance Generalists, Purchasing Specialists, and Admissions and Records Technicians. Management then "re-assigned" these employees into other classified positions that were more aligned with the business needs or core mission of the College.

In some cases, the employees transferred into their same classifications, but into different departments or work units. In other cases, these employees were moved from one particular classification into another classification which meant that the employee needed to obtain new job skills. As of this date, thirty-one classified employees have been affected by some form of re-assignment.

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Initiator	Supervising Adm/Mgr	Vice President	President
Karen C. Furukawa			Robert F. Agrella

Overall, the experience of this initiative has been positive. Employees who have been re-assigned have been resilient, cooperative, and helpful. Managers have adapted to training these new employees and have made them feel welcomed in new departments. This initiative has shown that both the District and the union have worked together in a collaborative manner to transform the College into a more efficient, streamlined organization.

We salute and applaud those employees who have been reassigned and wish to thank them for their dedication and contribution to Santa Rosa Junior College.