

Date of Board Meeting: August 20, 2024

Subject: Reestablish of the Office of Information Technology

Recommendation: Approve the reestablishment of the Office of Information Technology.

Background and Rationale:

In May 2024, the WCJC Board of Trustees approved a comprehensive reorganization of the WCJC Executive Cabinet which included the reestablishment of the position of Vice President of Information Technology (VPIT). This position will serve as the Chief Information Officer for the College, while also directing the daily operations of all IT staff. As such, the following organizational structure will need to be reestablished under the auspices of the VPIT:

- The current Director of Network and Server Services will report directly to the VPIT.
 - \circ The Associate Help Desk Manager (A 1) will be retitled to IT Project Manager (A 8) and will report directly to the VPIT.
 - All other staff reporting to the Director of Network and Server Services will remain in their current reporting lines.
- The vacant Senior Functional Analyst position will be retitled to Director of Enterprise Systems.
 - The current Functional Analyst and pending Systems Analyst positions will report to the Director of Enterprise Systems.
- The current Director of Institutional Research and Enterprise Applications will maintain a direct reporting line to the EVP but will maintain project management authority over the Banner SaaS migration project.

Cost and Budgetary Support: Estimated salary savings \$2,455 – 15,788					
Strategic Priority Alignment:	☐ Student Success ☐ Resource Optimization	☐ Community Impact ☐ Institutional Excellence			
Resource Person(s): Amanda Allen, Ed.D.; Executive Vice President					
Signatures: Cabinet-Level Supervisor	Date	07/05/0004			
President's Approval:					
Botty Mc Croke	Date	7-8-24			

Office of Information Technology

In May 2024, the WCJC Board of Trustees approved a comprehensive reorganization of the WCJC Executive Cabinet which included the reestablishment of the position of Vice President of Information Technology (VPIT). This position will serve as the Chief Information Officer for the College, while also directing the daily operations of all IT staff.

Since January 2022, all IT functions have reported to the Executive Vice President, with no Chief Information Officer as an intermediary. As such, the following organizational structure will need to be reestablished under the auspices of the VPIT:

- The Director of Network and Server Services will report directly to the VPIT.
 - Staff reporting to the Director of Network and Server Services will remain in their current reporting lines.
 - \circ The vacant Systems Administrator position will be lowered from an AA 15 to AA 1.
 - \circ The current Jr. Systems Administrator (AA 8) will be retitled to Assistant Director of Technical Services (AA 1) and will provide direct back-up to the Director for all network and infrastructure services.
- The vacant Senior Functional Analyst position will be retitled to Director of Enterprise Systems. This position will stay on the CA 15 pay grade.
 - The current Functional Analyst and pending Systems Analyst positions will report to the Director of Enterprise Systems.
- The Associate Help Desk Manager (A 1) will be retitled to IT Project Manager (A 8) and will report directly to the VPIT.
- The current Director of Institutional Research and Enterprise Applications will maintain a direct reporting line to the EVP but will be the lead administrator over the Banner SaaS migration for the duration of the implementation.

Position	Current Salary	Proposed Salary	Change
Director of Enterprise Systems (Formerly Sr. Functional Analyst)	CA / 15 / 30 \$90,736	CA / 15 / 0 – 10 \$70,736 – 77,403	(\$13,333 – 20,000)
System Administrator	AA / 15 / 11 \$75,403	AA / 1 / 0 – 10 \$58,070 – 64,737	(\$10,667 – 17,333)
Assistant Director of Technical Services (Formerly Jr. System Administrator)	A / 8 / 4 \$43,859	AA / 1 / 4 \$60,737	\$16,878
IT Project Manager (Formerly Associate Help Desk Manager)	A / 1 / 5 \$39,859	A / 8 / 5 \$44,526	\$4,667
ESTIMATED Salary Savings			\$2,455 - \$15,788

