

Date of Board Meeting: July 15, 2025

Subject: WCJC Executive Staff Reorganization

Recommendation: Approve the reorganization of the WCJC Executive Cabinet to provide appropriate support for House Bill 8 and other institutional operations.

Background and Rationale:

Following the recent appointment of the current Executive Vice President to the role of President, it is necessary to realign the College's senior leadership structure to more effectively support its strategic priorities, institutional effectiveness, and commitment to student success. This reorganization is also designed to enhance institutional readiness and responsiveness to the performance-based funding model established by House Bill 8, which emphasizes measurable student outcomes.

Under the proposed structure, key responsibilities previously housed within the Office of the Executive Vice President will be reassigned to new or redefined positions to ensure focused leadership and oversight in core institutional areas.

A new **Chief of Staff** position will be created to lead institutional strategic planning, assessment, institutional research, grants administration, and accreditation and compliance. This role will be supported by a **Manager for Institutional Effectiveness**, providing essential capacity to uphold academic quality, ensure data-informed decision-making, and sustain compliance with accreditation standards and state accountability frameworks.

In addition, a new **Vice President for Access, Completion, and Transfer** will oversee enrollment management, campus directors, academic advising, and dual credit programs. By consolidating these functions, the College will strengthen its ability to guide students through the entire educational pipeline in alignment with HB8.

These changes reflect the College's proactive approach to continuous improvement, operational efficiency, and strategic alignment with statewide higher education priorities. By restructuring senior leadership roles to better support data-driven decision-making and student-centered services, the College is positioning itself for long-term success under the new state funding model.

Cost and Budgetary Support: To be incorporated into the Fiscal Year 2026 budget

Strategic Priority Alignment:

<input checked="" type="checkbox"/> Student Success	<input type="checkbox"/> Community Impact
<input checked="" type="checkbox"/> Resource Optimization	<input checked="" type="checkbox"/> Institutional Excellence

Approval:


Cabinet-Level Approval


President


Date

7-10-25
Date

Proposed Timeline

Week of:

Action:

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| July 21 | <ul style="list-style-type: none"> • New positions posted to the WCJC Jobs site: <ul style="list-style-type: none"> ○ Vice President of Access, Completion, and Transfer (VPACT) ○ Chief of Staff (CoS) ○ Manager of Institutional Effectiveness (MIE) |
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| August 11 | <ul style="list-style-type: none"> • Hiring Committees conduct interviews |
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| September 1 | <ul style="list-style-type: none"> • Start date for new hires (if applicable) • Positions posted to replace additional vacancies (if applicable) |
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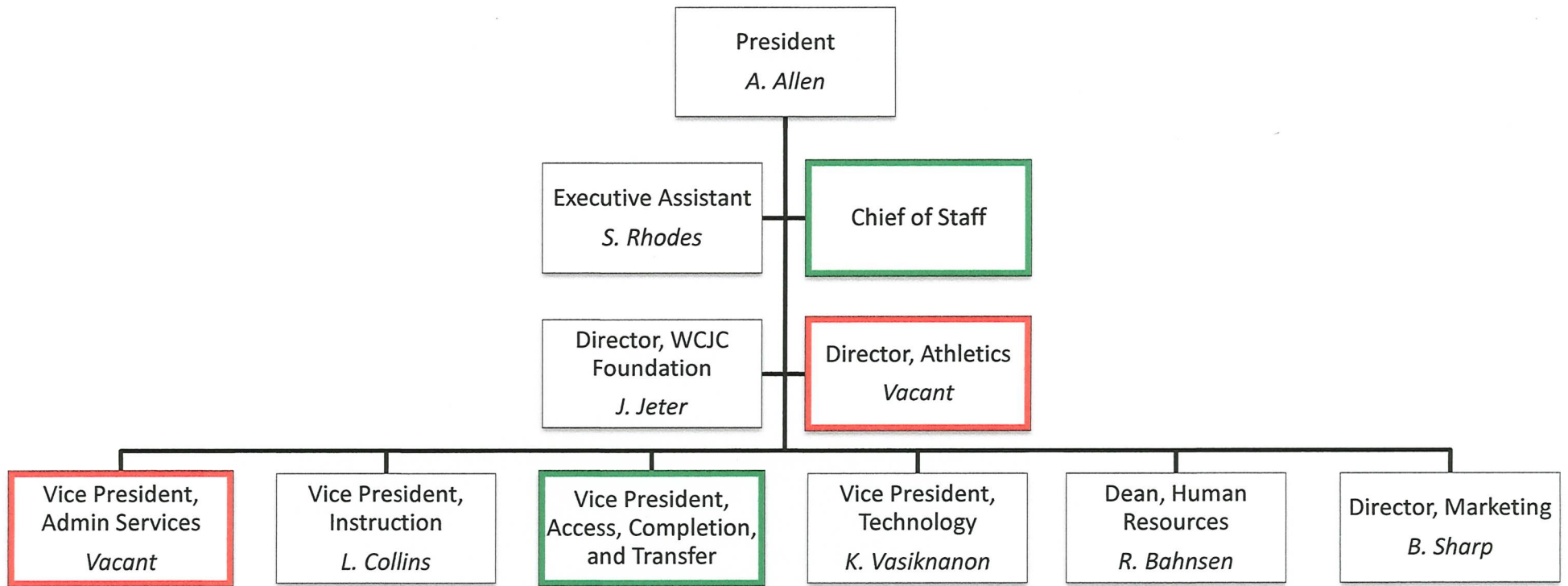
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| September 16, 2025 | <ul style="list-style-type: none"> • Board approval of Personnel Action Forms for VPACT, CoS, MIE |
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Estimated Salary Costs

Position	Current Salary	Proposed Salary	Change
Executive Vice President	VP / 15 / 145	N/A	(\$170,127)
Vice President, Access, Completion, and Transfer	N/A	VP / 13 / 110-120 ¹	\$147,449 – \$154,119
Chief of Staff	N/A	VP / 5 / 60-70 ²	\$108,096 – \$114,766
Manager, Institutional Effectiveness	N/A	A / 8 / 0-10	\$43,194 – \$49,860
ESTIMATED TOTAL			\$128,612 – \$148,618

¹ “VP/13/110-120” designation aligns with VPAS and VPI salary range.

² Starting range of Chief of Staff aligns with salary for Associate Vice President positions.



Current vacancies

Proposed positions (FY26)