

Progress Report Due March 15, 2008

Commission Concern: (ER5, Standard III.A)

The commission is concerned that at the time of the recent progress Report visit, the team noted that out of ten senior administrative positions: six were interim, one was vacant, and that the Interim President was also serving as the Interim Vice President for Student Learning. Eligibility Requirement 5 (Administrative Capacity) states, "The institution has sufficient staff, with appropriate preparation and experience to provide the administrative services necessary to support its mission and purpose." The current administrative situation at Cuesta College places the institution out of compliance with the requirement.

At the September 6, 2006 Board of Trustees meeting, Superintendent / President Marie Rosenwasser read a letter to the members of the Board notifying them as to her intent to retire December 31, 2006. The Board decided they wanted to take the necessary time to carefully hire a new Superintendent / President with input from all constituent groups. They also decided to appoint a current employee as interim in order to maintain stability.

Therefore, the San Luis Obispo County Community College District (Cuesta College) Board of Trustees appointed Ed Maduli, who held the position of Assistant Superintendent / Vice President of Administrative Services, as the Interim Superintendent/Vice President as of January 1, 2007 until such time a permanent Superintendent /President was on board. Dave Pelham, Ph.D., was selected in December 2007 as the new Superintendent / President to start on March 3, 2008.

While Ed Maduli served as Interim Superintendent/President, Toni Sommer, who held the position of Dean of Student Learning of Workforce and Economic Development, was appointed by the Board of Trustees starting in February 2007 to replace Ed Maduli as the Assistant Superintendent / Vice President of Administrative. Toni Sommer served as the Assistant Superintendent / Vice President of Administrative until January 8, 2008.

Allison Merzon, tenured faculty member and Academic Senate President, was appointed by the Board of Trustees to replace Toni Sommer as the Interim Dean of Student Learning of Workforce and Economic Development from January 2007 through December 2007.

Regarding the Assistant Superintendent / Vice President vacancies, the President of the Board, Angela Mitchell reported that in closed session of the June 6, 2007 meeting:

“•Instruction was provided to the Interim Superintendent/President not to extend the contract for the Assistant Superintendent/Vice President, Student Services beyond December 31, 2007.

•Instruction and authority was given to the Interim Superintendent/President to enter into a settlement agreement with the Assistant Superintendent/Vice President, Student Learning.”

Subsequently, the Assistant Superintendent / Vice President of Student Services was placed on paid administrative leave on August 1, 2007 until the expiration of his contract. The Assistant Superintendent / Vice President of Student Learning on August 1, 2007 was placed on vacation, and then on administrative leave until the expiration of his contract. Therefore, two vacancies, the Assistant Superintendent / Vice President of Student Services and the Assistant Superintendent / Vice President of Student Learning, were created.

Sandee McLaughlin agreed in Fall 2007 to be appointed by the Board of Trustees as the Interim Assistant Superintendent / Vice President of Student Support from August 2007 when the position became vacant. She will remain as the Interim Assistant Superintendent / Vice President of Student Support until the hiring process is completed later in Spring 2008. In order to assist Sandee McLaughlin with her expanded duties, Joy Chambers, Director of Admission and Records, was appointed by the Board of Trustees to a temporarily created position of the Dean of Student Services. Joy Chamber is concurrently covering the duties of the Dean of Student Services and the Director of Admission and Records. Once the Assistant Superintendent / Vice President of Student Services is filled permanently and Sandee McLaughlin will return to her regular duties as Executive Dean of North and South County Centers, Joy Chambers will return to her regular position as Director of Admission and Records.

Attempts to hire an outside Interim Assistant Superintendent / Vice President of Student Learning were not successful. During the period from August 1, 2007 through December 31, 2007 the Instructional Deans ran the Student Learning Cluster as an ad hoc, collaborative team with the Interim Superintendent / President signing documents requiring the a specified Chief Instructional Officer or Accreditation Liaison Officer signature.

Toni Sommer was appointed by the Board of Trustees as Assistant Superintendent / Vice President of Student Learning in January 2008 while the hiring process is being conducted for a permanent Assistant Superintendent / Vice President of Student Learning. Consistent with the job description of the Assistant Superintendent / Vice President of Student Learning, Toni Sommer is the Accreditation Liaison Officer. Also in January, Ed Maduli took over the duties of the Assistant Superintendent / Vice President of Administrative Services until the new President started.

On March 3, 2008 Dave Pelham started as the Superintendent / President, which resulted in Ed Maduli returning to his permanent position of Assistant Superintendent/Vice President of Administrative Services.

Since Allison Merzon returned to the classroom in spring 2008, Patrick Schwab, Director of Academic Support/Disable Student Programs and Services, was appointed to replace her as Interim Dean of Student Learning of Workforce and Economic Development for Spring 2008 while the search for a permanent Assistant Superintendent/Vice President of Student Learning was completed which will result in the return of Toni Sommer to her permanent position of Dean of Student Learning of Workforce and Economic Development. Patrick Schwab is currently still involved with the administration of Academic Support/Disabled Student Programs and Services, but has the assistance of two faculty members who are being paid stipends to take care of the day to day activities of the division.

In Fall 2007 there was a vacancy in the Dean of Student Learning of Math, Science, Allied Health, Physical Education and Athletics Fall 2007 due to a resignation. For the duration of the Fall 2007 semester, Michele McAustin, Chair of Business Education, was appointed as the Interim Dean. The position was immediately flown and Deborah Wulff was hired in January 2008 as the permanent Dean of Student Learning for Math, Science, Allied Health, Physical Education and Athletics and Michele McAustin has returned to the Business Education division.

Another vacancy, due to a resignation, occurred in the position of Dean of Student Learning of Humanities in January 2008. That position is currently going through the hiring process. Gil Stork, retired Assistant Superintendent /Vice President of Student Services and served in this interim capacity three years ago, has been appointed by the Board of Trustees as the Interim Dean of Student Learning of Humanities during the hiring process.

As of March 2008, the following table summarizes the status of the top ten administrative positions at Cuesta College:

Position	Permanent	Interim	Planned Hire Date For Permanents
Superintendent/President	Dave Pelham		
Assist Sup/Vice President Administrative Services	Ed Maduli		
Assist Sup/Vice President Student Learning (ALO)		Toni Sommer	Spring 2008
Assist Sup/Vice President Student Support		Sandee McLaughlin	Spring 2008
Executive Director Human Resources	Annette Loria		
Executive Director Institutional Advancement	June Stephens		
Executive Dean North & South County Centers	Sandee McLaughlin		
Dean of Student Services		Joy Chambers	Temporary until VPSS hired
Dean of Student Learning Humanities		Gil Stork	Spring 2008
Dean of Student Learning Math, Science, Allied Health, PE, Athletics	Deborah Wulff		
Dean of Student Learning Workforce and Economic Development		Patrick Schwab	Toni Sommer (Retreats back in Summer 2008)

The Board of Trustees decided that in order to get through calendar year 2007 while maintaining as much stability as possible, that current employees would be used as interims whenever possible. The interims were carefully selected in regarding to their preparation and experience. The strategy also included having a Superintendent / President selected by the end of 2007 and then filling the two vacant Assistant Superintendent / Vice Presidents in Spring 2008, which is currently in process. The two dean vacancies that developed during this time were immediately put into the hiring process.

In response to the Commission Concern of “The institution has sufficient staff, with appropriate preparation and experience to provide the administrative services necessary to supports it mission and purpose” interims were selected based on the their preparation and experience.

In the 44 year history of Cuesta College, the District has never had to deal with such a significant change in top administration and therefore, did not have the luxury of hindsight. Though the transition was not done perfectly, it was done strategically while remembering Cuesta College’s Mission and Core Values of excellence, integrity, diversity, responsiveness, caring and collaboration. Interims were selected based on preparedness and experience. All staff and faculty have taken on extra work and duties to get the College through this transition. The plan for filling top administrative staff has been implemented and is on schedule. All of the top administrative positions will be filled by permanent staff by Summer 2008.

Therefore, Cuesta College does currently fully meet the Eligibility Requirement 5, Standard III.A regarding Administrative Capacity.

Evidence Documents:

Board of Trustees minutes of September 6, 2006

Board of Trustees minutes of _____ (Ed’s appointment)

Board of Trustees minutes of _____ (Toni’s and Allison’s appointments)

Board of Trustees minutes of June 6, 2007

Board of Trustees minutes of _____ (Sandee, Joy and Michele’s appointments)

Board of Trustees minutes of _____ (Dave’s hiring)

Board of Trustees minutes of January __ 2008 (Deb’s hiring)

Board of Trustees minutes of _____ (Toni Gil and Patrick’s appointments)

Resumes of Interims

Ed Maduli

✓ Toni Sommer

Allison Merzon

✓ Sandee McLaughlin

✓ Joy Chambers

✓ Michele McAustin

✓ Patrick Schwab

✓ Gil Stork