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**Superintendent/President**  
Sunita "Sunny" Cooke



**Vice President,  
Business & Administrative Services**  
Charlie Ng



**Vice President,  
Instructional Services**  
Diane Dieckmeyer



**Vice President,  
Student Services**  
Alketa Wojcik



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Institutional  
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Public & Governmental  
Relations, Marketing  
& Communications**  
Kristen Huyck



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Planning &  
Institutional  
Effectiveness**  
Chris Hill



**Dean,  
Admissions  
& Student  
Support**  
Freddy Ramirez



**Dean,  
Counseling  
& Student  
Development**  
Wendy Stewart



**Dean,  
Student Life  
& Judicial  
Affairs**  
Dilcie Perez



**Associate  
Dean,  
Student  
Services**  
VACANT



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Susan Herrmann  
President



**Classified Senate**  
Kim Simonds  
President



**Associated Student  
Government**  
Lindsey Tam  
President



**Community  
Learning Center**  
Dean, Nikki Schaper



**San Elijo  
Campus**  
Dean, Dana Smith



**Dean, Arts &  
International  
Languages**  
Jonathan Fohrman



**Dean, Behavioral  
Sciences, History &  
Adult Education**  
Nikki Schaper



**Dean,  
Career Education**  
Al Taccone



**Dean, Letters &  
Communication  
Studies**  
Dana Smith



**Dean, Library  
& Academic  
Information  
Services**  
Mario Valente



**Dean,  
Math & Sciences**  
Mike Fino



**Associate Dean,  
Career Education**  
Zhenya Lindstrom

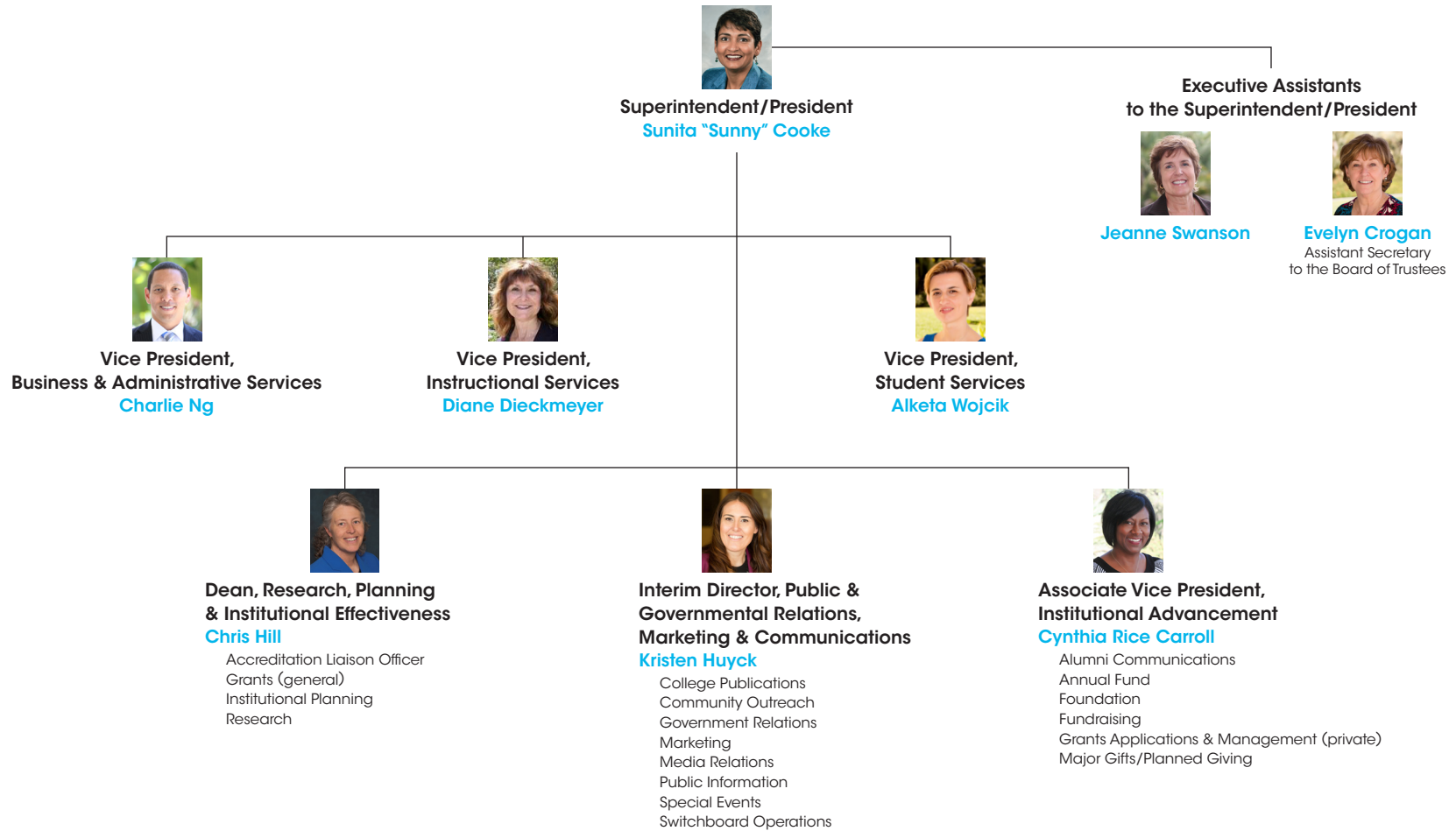


**Associate Dean,  
Nursing & Allied Health**  
Sandy Comstock

# Office of the Superintendent/President

## Functional Chart

September 15, 2017





# Business & Administrative Services Division Functional Chart

February 15, 2017

**Superintendent/President**  
**Sunita "Sunny" Cooke**

**Vice President,  
Business & Administrative Services**  
**Charlie Ng**

Chief Business Officer (CBO)  
Fiscal Policy & Management  
HR Policy & Management  
Facilities Policy & Management  
Purchasing Policy & Management  
Risk Policy & Management  
Strategic Planning

**Administrative Assistant**  
**Eva Brown**

**Director,  
Fiscal Services**  
**Katie White**

Financial Reporting  
Budgeting  
Accounting  
Investment & Financing  
Payroll  
Audits

**Director,  
Risk Management**  
**Joe Mazza**

Risk Management Programs  
Workers' Compensation  
Insurance & Loss Control  
Health & Safety  
ADA Coordinator  
Hazardous Material Tracking  
& Reporting

**Director,  
Cashiering Services**  
**Jo Ferris**

Student Financial Services  
Student Accounts  
Student Refunds  
Cashiering  
Cash Receipts  
Petty Cash  
Ticket Sales

**Director,  
Facilities**  
**Tom Macias**

Facilities Planning  
Capital Construction  
Maintenance  
Grounds  
Custodial  
Sustainability  
Transportation  
Hazardous Materials

**Director,  
Human Resources**  
**Sheri Wright**

Workforce Planning  
& Selection  
Diversity & Equal  
Employment Opportunity  
Benefits  
Retirement  
HR Information Systems

**Director,  
Labor Relations/  
Title IX Coordinator**  
**Hayley D. Schwartzkopf**

Labor Relations/  
Title IX Officer  
Classification &  
Compensation  
Training & Organizational  
Development

**Director, Purchasing/  
Material Management**  
**Susan Asato**

Purchasing  
Contracting  
Public Works Procurement  
Shipping/Receiving  
Fixed Asset Management  
Records Management  
Mail  
Copy & Printing Services



# Instructional Services Division Functional Chart

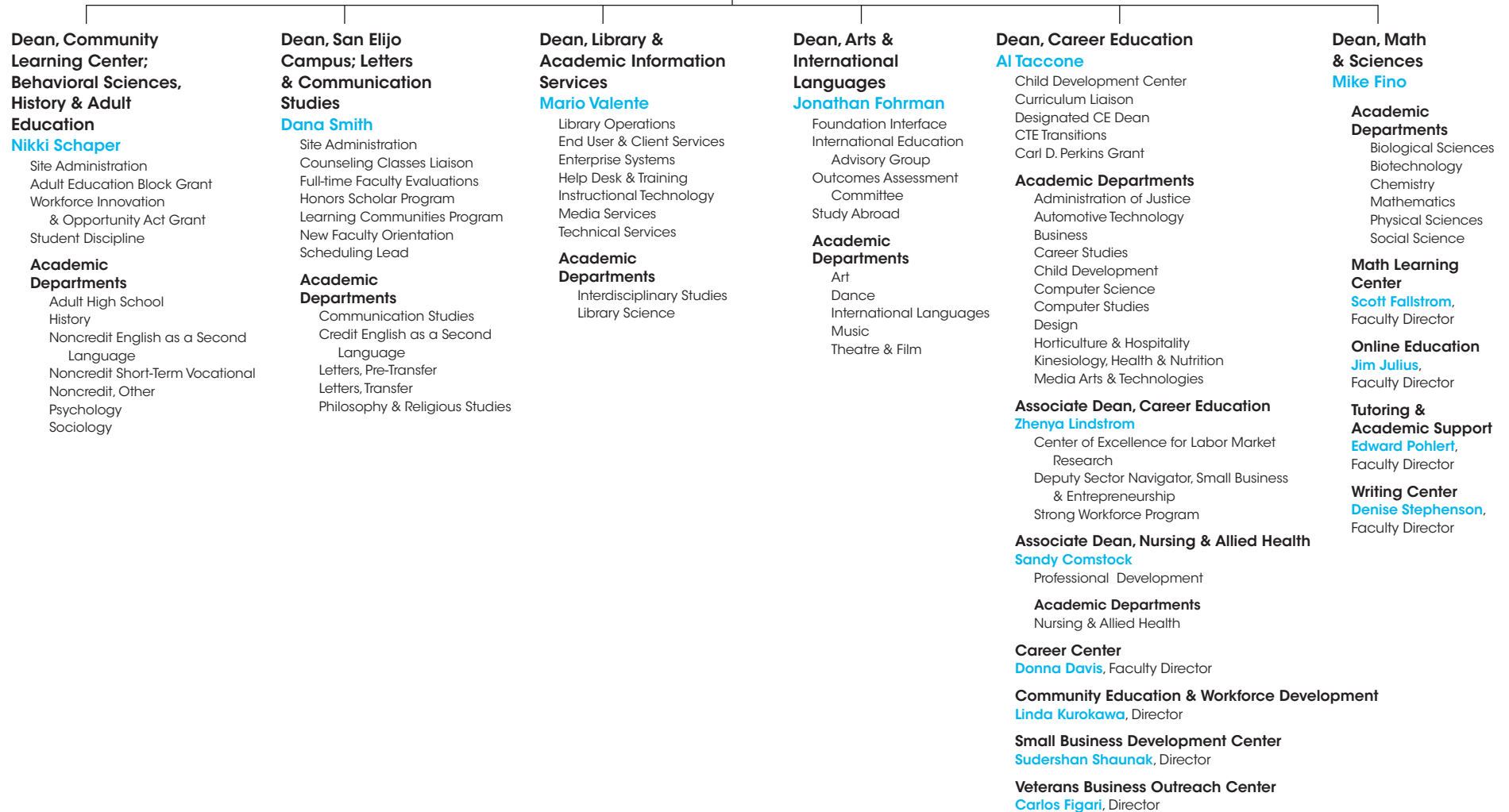
August 9, 2017

**Superintendent/President**  
**Sunita "Sunny" Cooke**

**Vice President, Instructional Services**  
**Diane Dieckmeyer**

Chief Instructional Officer (CIO)  
Articulation  
Class Scheduling  
Course Catalog  
Curriculum  
Educational Master Plan

**Administrative Assistant**  
**Joanne Gonzales**





# Student Services Division Functional Chart

September 15, 2017

**Superintendent/President**  
**Sunita "Sunny" Cooke**

**Vice President, Student Services**  
**Alketa Wojcik**  
Chief Student Services Officer (CSSO)  
Puente Program (jointly with Instructional Services)  
Summer Bridge  
GEAR UP Principal Investigator

**Administrative Assistant**  
**Julie Bollerud**

**Dean, Admissions & Student Support**  
**Freddy Ramirez**

Division Technology Coordination  
Financial Aid Appeals  
Prerequisite Challenges  
Student Success & Support Programs (SSSP) Credit & Noncredit

**Admissions & Records**

**Jane Sparks**, Director  
Enrollment Services

**Financial Aid**

**Michael Dear**, Director  
Grants, Loans & Work Study  
Scholarships

**International Education**

**Mia Scavone**  
International Students

**School Relations/  
Diversity Recruitment**

**Jonathan Gomez**  
Diversity Outreach  
Student Ambassadors

**Testing Services**

**Sinclair Tirona**, Interim  
Academic Proctoring Center

**Veterans Services**

**Elizabeth Draper**  
Veterans Education Office  
Veterans Services  
Veterans Lounge

**Dean, Counseling & Student Development**  
**Wendy Stewart**

Committee on Exceptions

**Academic Department**

Counseling

**Disabled Student Programs & Services**

**Connie Wilbur**, Faculty Director  
Academic Accommodation for Disabilities  
Assessment & Classes for Learning Disabled

**Extended Opportunities  
Program & Services**

**Yesenia Balcazar**, Faculty Director  
CalWORKs, CARE

**Service Learning**

**Bea Pamer**  
Volunteer Programs

**Student Equity**

**JP Schumacher**  
Student Equity Plan  
Social Justice & Equity Center  
LGBTQIA+ Campus Liaison

**Transfer Center**

**Lise Flocken**, Faculty Director

**Dean, Student Life & Judicial Affairs**  
**Dilcie Perez**

Student Discipline

**Athletics & Intramurals**

**Pat Conahan**, Director

**Health Services**

**Marge Reyzer**  
Mental Health Counseling  
Physician & Nurse Services

**Student Activities**

**Jim Gonzales**  
Activities, Clubs, Student Newspaper  
Associated Student Government

**Associate Dean,  
San Elijo Campus**

**VACANT**

Activities, Clubs  
Associated Student Government  
Student Discipline  
Student Services

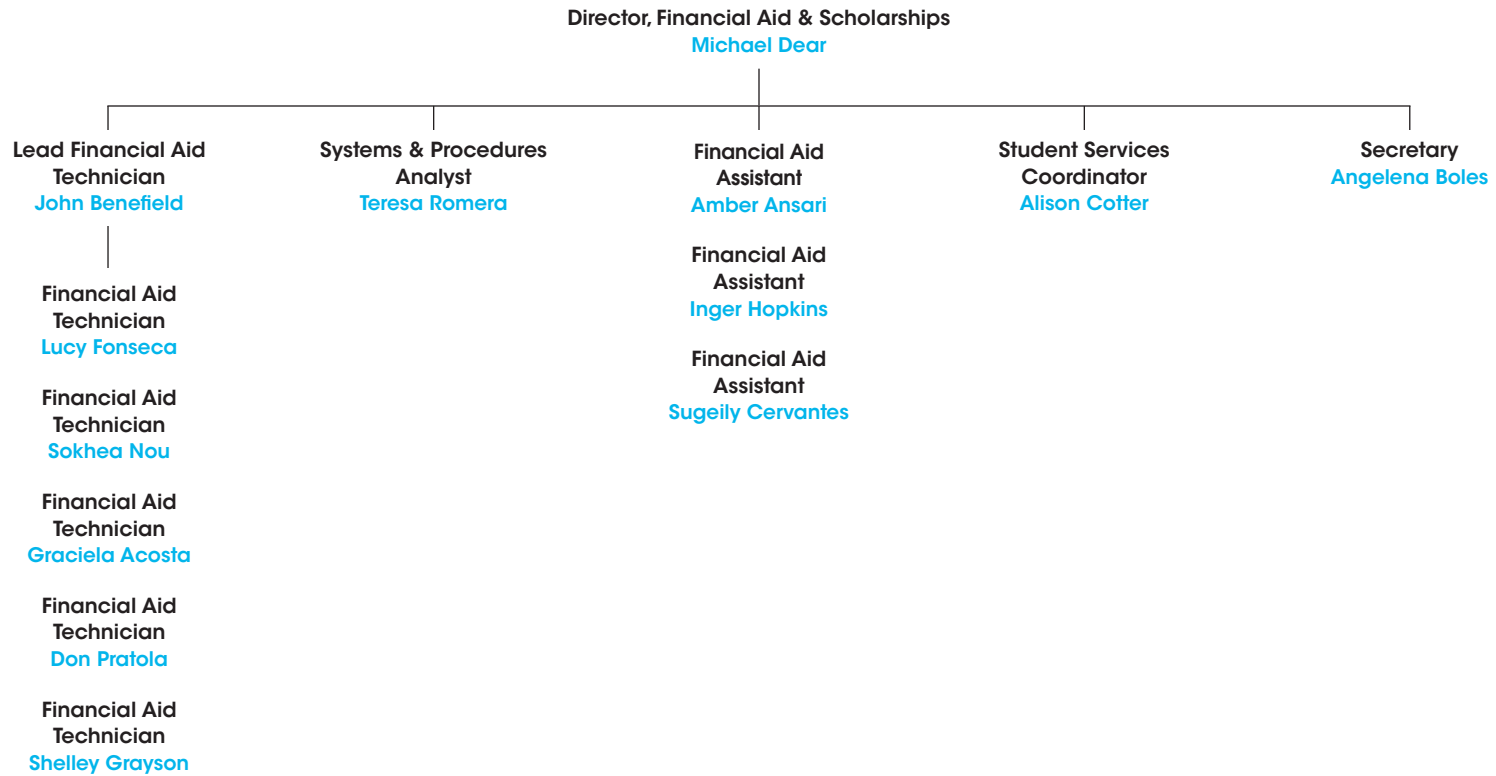
**Police Chief**  
**Robert Norcross**

Building Security  
Campus Safety  
Emergency Preparedness  
Parking



# Financial Aid & Scholarships Functional Chart

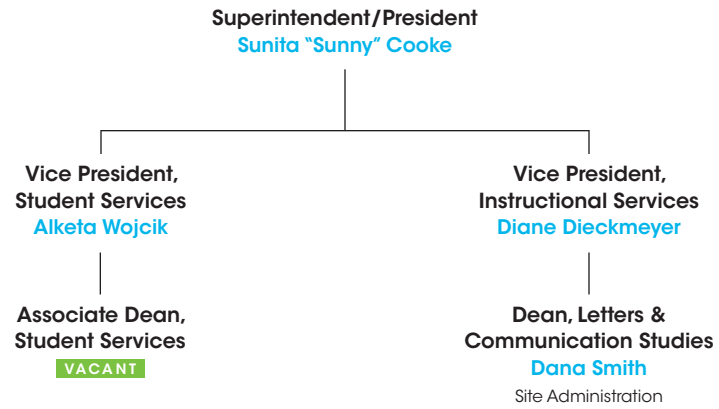
September 15, 2017





# San Elijo Campus (SAN) Functional Chart

September 15, 2017





# Community Learning Center (CLC) Functional Chart

July 1, 2017

Superintendent/President  
[Sunita "Sunny" Cooke](#)

Vice President,  
Instructional Services  
[Diane Dieckmeyer](#)

Dean, Behavioral Sciences,  
History & Adult Education  
[Nikki Schaper](#)  
Site Administration