

Business and Administrative Services (BAS)

November 2024



Budget and Operations

Budget:

- Business Office staff led 8 departmental budget meetings to discuss their respective budgets and staffing matters.
- VP-BAS continues to make budget presentations to various campus groups summarizing our current status and highlighting future challenges and opportunities.

Operations:

- Parking: Permits will be required starting in Spring 2025 for all employees/students.
- Keys: We continue to manage, issue, and soon, acquire additional keys to support campus operations.
- Work Orders: We continue to submit work orders to the district engineers for repairs and other such services.
- Copying and Mail Service: These services continue to be offered in partnership with the District.
- Staff in the Cashier's Office, Warehouse, and PE Locker Rooms also continue to serve the campus and our students.

Contact: Lbusinessoffice@peralta.edu

Food Services

Laney Food Service is partnering with Laney Basic Needs Center and ROC to provide free food support to our students. The program is off to a great start with 1,700 students helped in the month of September. For the month of October we have helped 2,000 students.

Cafeteria hours: Monday - Thursday (8:00 am - 6:00 pm) Friday (8:00 am - 2:30 pm). Cafeteria closed on 11/11, 11/28, and 11/29.

Contact: nburmenko@peralta.edu

Happy Thanksgiving

Information Technology

IT Team did an outstanding job in removing significant amount of e-waste from the campus in addition to keeping up with the "ticket requests" that came thru from the HelpDesk.

Contact: laneyhelpdesk@peralta.edu

Facilities Update

<u>Campus Lighting Survey</u>: District to provide an assessment. <u>Food Pantry Construction</u>: Official opening in Spring semester. Expected Completion: November 2024

<u>Fab Lab / Arts Center</u>: PG&E Shutdown to be scheduled, new signage being created, and the work on the exterior canopy is underway. <u>Water Main Break Repair (Tower)</u>: ADA path of travel remains open and additional signs have been posted to direct foot traffic and deliveries.

<u>F Building Roofing</u>: Classes temporarily relocated. Expected Completion: December 2024

Best Center 3: Available for use. Pool Repair: Available for use. Theater Project: Expecting state approval. Learning Resource Center: Expecting state approval. Locker Room Renovations Project: Final architecture plans approved. Central Utility Plant: Boilers are working and waiting for more DSA approvals. Spring/Summer 2025

Contact: kroberts@peralta.edu

Custodial Services

A big THANK YOU to all the custodians that helped pick up and haul large amount of waste to be disposed of last month for the <u>Fall Clean Up Day</u> - see photos on the next page! Also a big thank you for helping with the set up for the very successful <u>Peralta</u> <u>Board of Trustees meeting</u>!

Contact: LBusinessOffice@peralta.edu

BAS Staff Spotlight

Featuring James Young for our monthly spotlight!

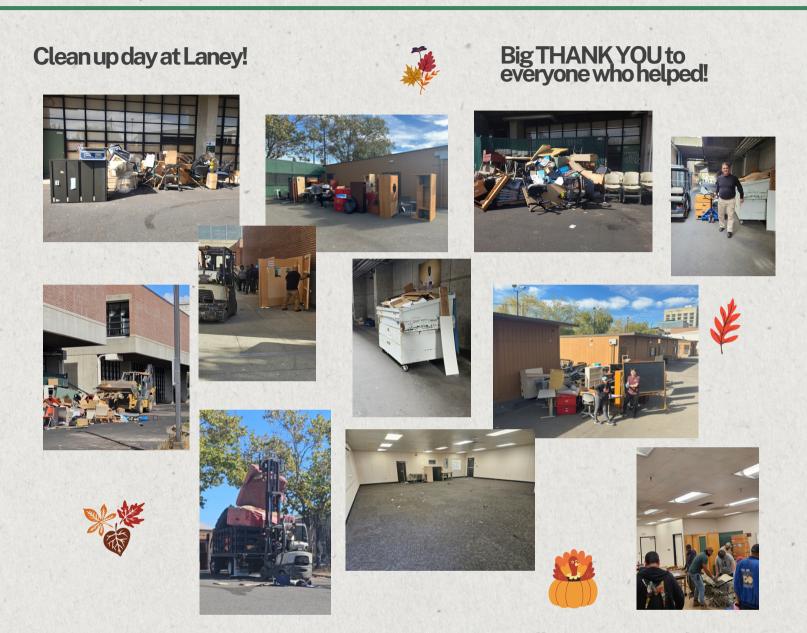
"I love it here at Laney, I 've made many friends here and I enjoy what I do. Everyone at Laney is nice and they keep me going" ~James Young, Culinary Dept.





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BACLOWEE

Halloween Festival with Laney Children's Center



