



Laney College

Business and Administrative Services (BAS)

October 2024



Budget and Operations

Budget:

- We are meeting with campus leadership to discuss their respective budgets and staffing matters for the current year.
- VP-BAS is making budget presentations to campus groups summarizing our current status and highlighting future challenges and opportunities.

Operations:

- Parking: Look for new signs in the parking lot and please note that 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.
- Bebe Phothyraath is our new Business Office Staff Assistant! She has worked with OUSD as an educator, and before that, was an Administrator for the Senior Living industry. Please give her a warm welcome!

Contact: Lbusinessoffice@peralta.edu

Food Services

Our dedicated group of classified professional staff and Laney student workers have fully reopened the cafeteria, a major step forward since the pandemic. We are happy to be back feeding the Laney community and continuing our efforts to address food insecurity experienced by our students. We also provide catering services for events of all sizes, on and off campus.

Cafeteria hours: Monday - Thursday (8:00 am - 6:00 pm) and Friday (8:00 am - 2:30 pm)

Contact: nburmenko@peralta.edu

Facilities

Coming Up:

- Voter Registration - October 1-24 (11:00 am to 1:00 pm) Quad
- Board of Trustees Meeting - October 22 (Laney Campus)
- Fall Clean-up Day - October 25 (8:00 am - 4:00 pm)
- Halloween Activities with Laney Child Care - October 31 (10:00 am - Noon) Football Field

Making a Difference:

- See facilities update from the Laney President (10/6/24).
- ADA Related Transport - BAS loaned its golf cart to the Marina Security to continue with this important service.
- Building Spotlight - We will be making improvements to the exterior areas throughout the campus (starting with Building B).

Contact: krberts@peralta.edu

Information Technology

Our team continues to provide much needed service to the campus with focus on desk top service, network security, standardization, and access. We continue to work with the district on new initiatives and finding ways to reduce costs. This month we are also focused on e-waste disposal.

Contact: laneyhelpdesk@peralta.edu

Custodial Services

Staff in both the morning and the evening shift continue to serve the campus in variety of ways. Custodial Services is responsible for maintaining a clean environment within all buildings on the Laney College campus, including classrooms, bathrooms, common areas, and offices. In addition, they help with grounds maintenance, event set-up, storing and providing custodial supplies, and help unlock and secure doors throughout campus.

Contact: LBusinessOffice@peralta.edu

BAS Staff Spotlight



Featuring Margaret Gonzalez for our monthly spotlight!

“I love it here at Laney, I take pride in my work and what I do. You make lifetime friends here. I’ve been here for so long that this is my second home! I love my co-workers and all the bosses are real nice.” ~Margaret Gonzalez, Lead Custodian

