



# Administrative Services Division

Functional Chart

9.7.2023

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

**Tim Flood**  
Assistant Superintendent/VP, Administrative Services  
Chief Business Officer (CBO)  
Fiscal Policy & Management  
Facilities Policy & Management  
Purchasing Policy & Management  
Strategic Planning

**Melanie Haynie**  
Executive Assistant

**Valencia Warner-Saadat**  
Police Chief  
Building Security  
Campus Safety  
Emergency Preparedness  
Parking

**Anthony Maciel**  
Associate Vice President,  
Chief Information  
Systems Officer  
End User & Client Services  
Enterprise Systems  
Help Desk & Training  
Institutional Technology  
Media Services  
Technical Service

**Katie White**  
Director, Fiscal Services  
Financial Reporting  
Budgeting  
Accounting  
Investment & Financing  
Audits  
Cashiering Services

**Tom Macias**  
Director, Facilities  
Facilities Planning  
Capital Construction  
Maintenance  
Grounds  
Custodial  
Sustainability  
Transportation  
Hazardous Materials

**Mina Hernandez**  
Director, Purchasing/  
Material Management  
Purchasing  
Contracting  
Public Works Procurement  
Shipping/Receiving  
Fixed Asset Management  
Records Management  
Mail  
Copy & Printing Services

**Enterprise Services**  
Bookstore (Follett)  
Food Services (CulinArt)