Green Grapes

to

Fine Wine

Educational Opportunities for our Future CBO's and CEO's

The Winemakers

- **Kathy Blackwood,** Executive Vice Chancellor, San Mateo County CCD
  - *Coordinator for the ACBO Institutes I and II*
  - *Expert knitter*
- **Susan Bray,** Executive Director, ACCCA
  - *Point contact for ACCCA Training Programs*
  - *She Who Must Be Obeyed*
- **Jim Austin,** Retired CBO
  - *Faculty, San Diego State University hybrid Ed.D. program (two classes)*
  - *Faculty, Claremont Graduate University on-line certificate program*

Agenda

- **Overview**

- **ACBO Institute I & II**

- **ACCCA Admin 101, Mentor Program, and Next Level Training**

- **Claremont Graduate University credit certificate**

- **Doctoral programs (Ph.D. and Ed.D.)**

- **Resources**

- **Q & A**

ACBO Institutes

- **Levels I and II**
- **Offered annually, alternating programs each year**
- **6 days each in 3 day chunks**
- **Next program will be Institute I, offered Feb. 18-20 and Mar. 18-20, 2015**
- **Institute II should be offered in 2016**

Institute Coordinators: Mike Brandy & Pegi Ard

ACBO Institute I

- **30-32 students**
- **New or aspiring CBOs**
  - Staff from a community college business/administrative office in the community college system. If there is more than one participant from a community college, they will be allowed and encouraged to attend as long as there is room to accommodate the first participant from other colleges
  - K-12 personnel wishing to enter the community college system
  - Normally outside consultants or vendor representatives will not be allowed to attend since the purpose of the Institute is for training of existing staff within the system.
- **Survey course**

ACBO Institute I Sample Agenda

- **Leadership & State Organization & Structure**

- **The Role of the Business Officer and the Ethical CBO**

- **Categorical Programs: What to Know & What To Avoid**

- **Apportionment Process and Schedule C**

- **Tour of the State Chancellor's Office & Presentation On Capital Outlay & Audits**

- **Media Management: Developing a Successful Relationship With the Media**

- **An Overview & Best Practices for Auxiliary Services**

ACBO Institute I Sample Agenda

- **Colleges in Crisis: Understanding FCMAT Operations**
- **Building the Budget: An Overview of the Steps & Best Practices**
- **Classified Personnel Management**
- **Collective Bargaining and Fact-finding**
- **The Legislative Process and Community Colleges**
- **Tour of the State Capitol & Legislative Offices**
- **The Do's and Don'ts of Professional Development & Preparing for the Next Interview**
- **Self Matters: Confronting Stress and Taking Care of Yourself**

ACBO Institute II

- **20 students**

- **New CBOs or persons for whom a CBO position would be their next job**

- **Need a recommendation from CEO**

ACBO Institute II Sample Agenda

- **What Makes a Good CBO?**
- **New CBO Scenarios**
- **The Leadership Challenge**
- **The Ethics Challenge – Case Study**

ACBO Institute II Sample Agenda

- **Collective Bargaining Best Practices and Case Studies**

- **Budget Mechanics: From Development to Ending Balance Strategies**

- **Linking Budget to Planning and Achieving Accreditation Standards**

- **Prop 30 and Restricted Funding Challenges**

- **The Role of the CBO and Getting to "Yes"—Building Consensus and Balancing Your Life**

ACBO Institutes

- **Cost $700 for either**

- **Waiting lists: call or email Susan Bray to be put on either of the lists**

- **Total participants since 2006:**
  - Institute I   160
  - Institute II   47

ACBO Institutes

to

Association of California Community College Administrators

Since 1975 ACCCA has been offering professional development programs "*for us, by us*" including *Admin 101: Nuts and Bolts Training for Administrators.*

- **Cross training in key administrative functions:**

Finance, Human Resources, Enrollment Management, Governance,

Ethics, and Institutional Effectiveness

- **In partnership with Brandman University**
- **Seasoned CCC professionals provide instruction**
- **Network building component**

Admin 101 FAQs

- Every Summer in late July, 4 full days of training "boot camp" style

- Held in Irvine on the Brandman Campus with 4-star hotel accommodations and transportation to/from class

- Class size of 72 divided into diverse cohorts for case study purposes

- Cost is $2050 including accommodations and meals, and you *must be a member of ACCCA to participate*

Admin 101—Sample Agenda

- California Community College Governance

- System & Institutional Dynamics: A Panel Presentation

- Campus Culture and the Ethical Administrator

- Introduction to CCC Finance

- Nuts & Bolts of Community College Finance Administration & Operations

- Understanding the Role of the District CBO

- Employment Relations Introduction

- The Nuts and Bolts of HR in CCCs Today

- Introduction to Enrollment Management and Student Success

- Strategic Enrollment Management—Proven Best Practices

Association of California Community College Administrators

The ACCCA Mentor Program pairs less experienced administrators with seasoned professionals for a one year job shadowing experience.

- Mentor Assignment

- Learning Contract

- Training Programs

- Scheduled Mentor Meetings

Association of California Community College Administrators

- **Mentor Program FAQs**

  - Next class begins at the 2015 ACCCA Conference and concludes at the 2016 ACCCA Conference with Graduation Ceremony

  - Small cohort of 25 max

  - All ACCCA events in the 15-16 year included in fee (*Conference, Spring Retreat, Summer Meeting (Dinner/Social), Fall Retreat (North/South); "Day at the Chancellor's Office", January Budget Workshop*)

  - $500 Admin 101 rebate for Mentees

  - Applications for the 2015-16 Program being accepted online now at www.accca.org

Certificate in
Community College Leadership

- Targeted, in-depth curriculum to develop and enhance leadership skills specific to the *California* Community Colleges.

- Skills for:

  - Navigating the regulatory waters, state budget process, Student Success Initiative, enrollment management

  - Translating accreditation standards into practice

  - Guiding program development, implementation, outcome measurement

What is Offered

- Online graduate Certificate in Community College Leadership

- Six courses, two per semester worth two graduate credits each

- Total of 12 graduate credits applicable to the CGU Ph.D. program and potentially transferrable

- Can be completed in three semesters

Target Market

- Working Community College Professionals

- Faculty, staff and administrators who desire to enhance their knowledge base and leadership skills while earning credits applicable to a Masters or Doctorate in Education

Outline of the Program Process & Structure

- **Degree-seeking & non-degree seeking students may apply: https://app.applyyourself.com/AYApplicantLogin/fl_ApplicantConnectLogin.asp?id=cgu**

- **No GRE required!**

- **Orientation Open House beginning of each semester**

- **One online course offered at a time**

- **Flexible: Enroll any semester. Take any courses.**

- **More information: CGU.edu/ccleadership**

Outline of the Program Content

- Community Colleges: Context, Diversity, and Emerging Issues – Spring 2015

- Assessment and Evaluation – Spring 2015

- Instruction and Enrollment Management – Summer 2015

- Student Services - Summer 2015

- Finance and Facilities – Fall 2015

- Leadership and Change – Fall 2015
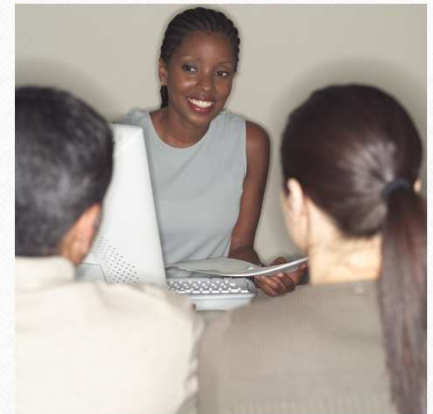
Cost

- $1,000 per credit

- $2,000 per course

- $12,000 per certificate

- Represents a 40% discount from standard CGU tuition

Expected Outcomes

- Enhanced skills for increasing daily operational effectiveness in your workplace

- Enhanced knowledge base and leadership skills specific to the California Community Colleges

- Graduate certificate from CGU

- 12 graduate units applicable to a CGU Masters Degree or Ph.D. in Education and potentially transferrable

Next steps after the programs

- Enhanced on the job skills and performance

- An Ed.D. or Ph.D.

- Increased confidence in job interviews

- Enhanced opportunity for career advancement

Doctoral Programs

- What is offered ([the matrix from ACCCA](#))

- Example from San Diego State University Ed.

- Target market

- Outline of the program

- Cost

- Advice from Students

Doctoral Programs

- **What is available - the matrix from ACCCA**
  - On-line with the conference materials
  - Hard copies on the resource table
- **What the heck is an Ed.D. compared to a Ph.D.?**
  - Ph.D. – Research doctorate – Research that is publishable in a peer reviewed journal; focus on original research
  - Ed.D. – Professional doctorate – focus on applied research closely aligned to a particular profession, in this case, community college education
- **Legislation by Jack Scott opened door for CSU's to offered Ed.D.**

San Diego State University
Leadership Starts Here

Ed.D. Example from San Diego State University

- **Working Community College Professionals who:**
  - Desire to enhance their technical and leadership skills
  - Are committed to educational justice
  - Aspire to move to the highest levels of educational leadership

Outline of the Program Structure

- **Small seminars (15 students) and research support courses (2 – 6 students)**
- **Combination of SDSU College of Education faculty and practitioner experts (including a district chancellors, college president, retired CBO**
- **Monthly class meetings blended with distance learning**
- **Two week summer residency at SDSU**
- **60 units over three calendar years**

SAN DIEGO STATE UNIVERSITY
Leadership Starts Here

- **Leadership Core: 12 units**
- **Research Core: 12 units**
- **Research Support and Writing Core: 9 units**
- **Dissertation: 12 units**
- **Community College Specialization: 15 units**
  - Development & history
  - Law & Finance
  - Budget & Resource Management
  - Strategic Planning; Emerging Issues
  - More Information

- **Set by the state university system**
- **Approximately**
  - $6,200/semester
  - 9 semesters
  - $56,000

- Go to "***Suggestions to Prospective Ed.D. Students from SDSU Ed.D. Graduates***" pdf.
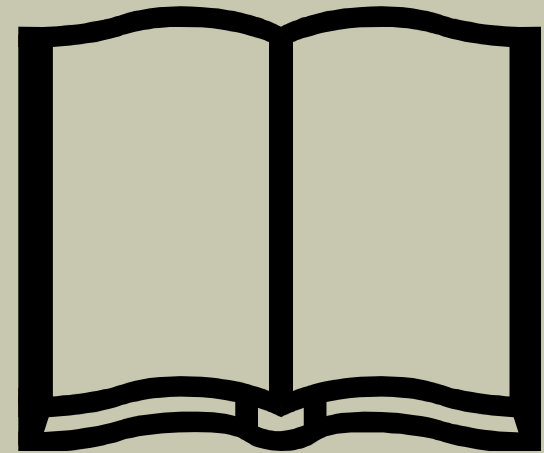
SAN DIEGO STATE UNIVERSITY

Leadership Starts Here

The Ed.D program taught us a lot about community college issues, policies, history, governance, etc... But the real reason for an administrator or a faculty member to join this program is to develop a specialty within our fields that we are <u>passionate</u> about. It is that combination of expertise and passion that really motivate us to makes changes and improvements at our institutions. That is what the program did for me and I am confident that others in my cohort would agree.

Resources

- Association of California Community College Administrators: www.accca.org

- Association of Chief Business Officials: www.acbo.org

- Claremont Graduate University: Betty.Disney@cgu.edu   CGU.edu/ccleadership

- Doctoral Programs: ACCCA Matrix –
  http://www.accca.org/i4a/pages/index.cfm?pageid=3349

- Advice from Ed.D. graduates -

- San Diego State Ed.D. in Education:

  - http://eddleaders.sdsu.edu

  - CC-eddleaders@interwork.sdsu.edu

  - SDSU Ed Leadership

- Claremont Graduate University Ph.D. in Education:

  - www.cgu.edu/pages/1640.asp

Questions and Answers