

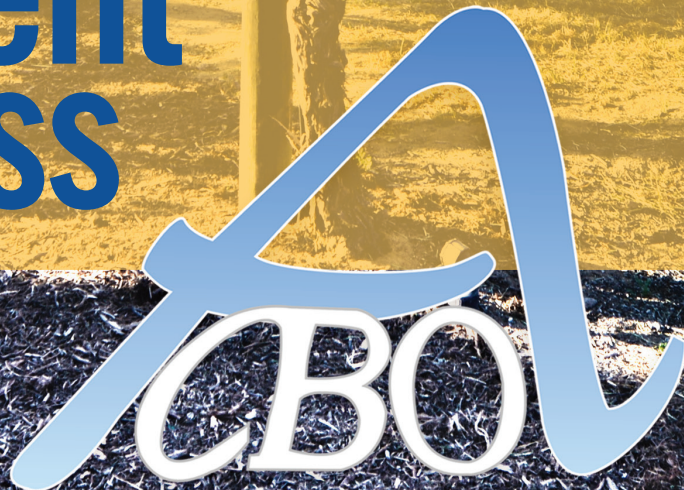
THE ASSOCIATION OF CHIEF BUSINESS OFFICIALS

FALL CONFERENCE

OCTOBER 27-29, 2014

South Coast Winery, Temecula

**Leading the Change
for Student
Success**



CONFERENCE AGENDA

MONDAY, October 27, 2014

9:00 a.m. – 5:00 p.m.

Conference Check-In/Information Desk Open - Veranda

Breakfast on Your Own - Sponsored by:  **christywhite**
A PROFESSIONAL ACCOUNTANCY CORPORATION *associates*

10:00 a.m. – 11:00 a.m.

GENERAL SESSION - Estate Vineyards/Wild Horse Peak

Topic: Institutional Effectiveness – The Chancellor's Office Leads the Way

Panelist: Theresa Tena, Vice Chancellor, Institutional Effectiveness, CCCC

Session Description: In this past legislative session Proposition 98 and non-Proposition 98 resources were provided to community colleges to help refine institutional effectiveness and create a technical assistance structure for the system. The goal of this effort is to develop and manage a comprehensive technical assistance program to enhance institutional effectiveness and further student success.

Our newly appointed Vice Chancellor for Institutional Effectiveness, Theresa Tena, will provide an overview of the new institutional effectiveness division within the Chancellor's Office and the framework of indicators designed to measure the ongoing condition of a community college's operational environment. The state budget provided the Chancellor's Office with positions to undertake this effort and resources for the Chancellor's Office to partner with a district to build a robust technical assistance infrastructure. This session will provide a historical context to this effort and address statutory, regulatory, and administrative guidelines and expectations. This is meant to be an interactive session and attendees are encouraged to provide feedback and suggestions related to how technical assistance has been/is now provided and suggestions for models which may compliment this new effort with an emphasis on fiscal accountability.

11:00 a.m. – 11:15 a.m.

Refreshment Break - Veranda - Sponsored by:  **aa/r**
Atkinson, Andelson
Loya, Ruud & Romo
A Professional Law Corporation

11:15 a.m. – 12:45 p.m.

GENERAL SESSION - Estate Vineyards/Wild Horse Peak

Topic: The New Growth Formula for California Community Colleges

Panelists: Dr. Bonnie Ann Dowd, Executive Vice Chancellor, Business & Technology Services, San Diego CCD; Ann-Marie Gabel, Vice President of Administrative Services, Long Beach CCD; Dan Troy, Vice Chancellor of Fiscal & Facilities Planning, CCCC; and, Jeff DeFranco, VP Administrative Services, Lake Tahoe CCD

Session Description: Chancellor Harris' Advisory Workgroup on Fiscal Affairs was tasked with developing a growth formula for California community colleges and the Governor's 2014-15 Budget trailer bill defined specific criteria to be included in the formula.

In this session, a panel of workgroup members will explain the outcome of several months of work on behalf of all 72 districts to arrive at a formula that is equitable while including all of the required criteria. The panelists will illustrate how the system got to this point, provide important information on planning for enrollment growth going forward, and demonstrate how to maximize each district's ability to access growth dollars beginning with FY 2015-16. Attendees will be provided with important information as each district plans for its next fiscal year budget.

12:45 p.m. – 1:30 p.m.

Luncheon and Welcome Address - Vintners Garden

Sponsored by:  **KEYGENT**
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1:00 p.m. – 1:30 p.m.

Welcome Address

Presenter: Dr. Melinda Nish, Superintendent/President, Southwestern CCD

Dr. Melinda Nish became superintendent/president of Southwestern College in January, 2012. Since that time, the 53-year-old college has experienced a rebirth. Construction programs are moving full-steam ahead and there have been structural changes made to better support and improve student success and faculty, staff and administrators are collaborating to identify 3 specific to move into the college forward.

Prior to arriving at Southwestern College, Nish served as vice president of instruction at Orange Coast College. She served as a member of the California Community

Colleges Task Force on Student Success that examined best practices and effective models within higher education throughout the nation to improve educational achievements in California. The task force produced a final report, which served as the basis for SB 1456—the Student Success Act of 2012.

Dr. Nish has also increased her outreach into the business community—hosting a workforce summit in 2012 to help strengthen career technical education classes on campus. The college will host a similar workforce summit in Spring, 2015.

A native of Salt Lake City, Nish earned her B.A. degree in political science, and a certificate of international relations, from the University of Utah. She received her M.A. degree from the university in economics, and studied French language and translation at the University of Nice, France. She was a doctoral candidate in international economics at the Graduate Institute of International Studies in Geneva, Switzerland. She completed an educational doctorate at the Fielding Graduate University in Santa Barbara.

1:45 p.m. – 2:45 p.m.

CONCURRENT SESSIONS - Rolling Hills

OPTION ONE: Risk Management: Risk Transfer and Insurance Requirements

Panelists: John Chino, Area Senior Vice President, Arthur J. Gallagher & Company; Reshan Cooray, Director of Risk Services, ASCIP; and, Fred Williams, Vice Chancellor, Finance & Facilities, North Orange CCD

Session Description: This presentation on Risk Transfer will address the best practices, guidelines and recommendations for insurance requirements. The session is intended to assist CBO's and other fiscal officers to understand how they can shift liability from their campuses to other parties and reduce risk to their district.

OPTION TWO: The CCC/IOU Partnership and Proposition 39: Maximizing Energy Cost Savings for Districts

Estate Vineyards/Wild Horse Peak

Panelists: Susan Yeager, Administrator For Facilities Planning & Utilization, CCCC; Ann-Marie Gabel, Vice President, Administrative Services, Long Beach CCD; and, Lisa Hannaman, Account Manager, Southern California Edison

Session Description: Proposition 39 provides districts with funding for energy cost saving projects. This session will illustrate how \$40 million of year 1 funding from Prop 39 was utilized for projects and will result in annual energy cost savings of \$4.6 million to districts. Year 2 funding was released in July and of the \$31.6 million offered to districts for projects, over 60% has been allocated after just two months. Panelists will address procurement and sole-source contracting, co-mingling funds, and other fiscal implications of Prop 39.

2:45 p.m. – 3:00 p.m.

Refreshment Break - Veranda Sponsored by:  **gkkworks**

3:00 p.m. – 4:00 p.m.

CONCURRENT SESSIONS - Estate Vineyards/Wild Horse Peak

OPTION ONE: ACCCA's STRS/PERS Coalition Reports on Progress

Panelists: Dr. Bonnie Ann Dowd, Executive Vice Chancellor, Business & Technology Services, San Diego CCD and Michelle Underwood, ACCCA Advocate and Director, Legislative Services, School Services of California Inc.

Session Description: In August 2013 CalSTRS gave notice that they were taking a hard look at some administrative positions, including some CBOs whose positions had been heretofore designated as STRS positions. The move by STRS resulted in many receiving notices that they were being removed from their retirement system! In response, ACCCA formed the Coalition for STRS Fairness that is now working directly with STRS and PERS to craft a legislative/regulatory solution that will hold harmless the administrators impacted by this process.

Bonnie Ann Dowd, ACBO's then-President, represented CBOs on the Coalition. She, along with ACCCA representatives and Advocate Michelle Underwood, as well as representatives of K-12, insurers, legal firms and other community college administrative groups have been working diligently to resolve the situation. In this session you'll hear from these three Coalition members about the next steps in the process and the prospects for a positive outcome in the next legislative session.

OPTION TWO: Foundations: Common Observations, NFP Topics and Auxiliary Manual Update Status - Rolling Hills

Panelists: Heather McGee Decauwer, Senior Manager, Vicenti, Lloyd, Stutzman LLP and Felipe Lopez, Chief Business Officer, Compton CCD

Session Description: Due to their size and uniqueness, there are common internal control issues and regulations that effect most foundations. The panelists will be sharing these common audit observations, as well as regulations specific to not-for-profit organizations. A status of the Auxiliary Manual update on behalf of the Fiscal Standards & Accountability Task Force will also be discussed.

4:00 p.m. – 4:15 p.m.

Refreshment Break - Veranda

Sponsored by:



4:15 p.m. – 5:15 p.m.

CONCURRENT SESSIONS

OPTION ONE: ADA Transition Plans - How to Protect Your Campus from ADA Lawsuits - Estate Vineyards/Wild Horse Peak

Panelists: Sharlene Coleal, Vice President, Business Services, College of the Canyons; Peter Hardash, Vice Chancellor, Administrative Services, Rancho Santiago CCD and Terry Tao, Attorney, AALRR

Session Description: With the recent change in ADA law, the focus of ADA lawsuits has changed from private to public. Community colleges have a unique exposure with expansive facilities open to the public. The key to managing this exposure is the ADA Transition Plan. Learn about the resources available to prepare this document that will identify potential areas to be upgraded, the cost and assign a timeline. Learn about the difference between Title II - Private (entire facility is subject to scrutiny) and Title III - Public (scrutiny is subject to paths of travel/student programs and services).

OPTION TWO: Joining Forces for Success: Inter-segmental Shared Services - Rolling Hills

Panelists: Dan Troy, Vice Chancellor, Fiscal & Facilities Planning, CCCC and Michael Redmond, Acting Assistant Vice Chancellor, Headquarters Budget, Security and Strategic Initiatives CSU Office of the Chancellor

Session Description: The CCC, CSU and UC are each seeking to reinvigorate our state's commitment to public higher education. This will come, in part, from working together and drawing on the combined size, resources, talents and capabilities of our institutions. Every campus across California operates with a unique purpose and mission which is essential to student success. Unnecessary and inefficient administrative silos, however, have been created. The Chancellor's Office, the Governor, the legislature and the public believe significant opportunity to collaborate exists among the segments, and in this session we will explore how the CCC's can potentially achieve savings through shared services.

5:15 p.m. – 6:30 p.m.

Welcome Reception - Vintners Garden

Sponsored by:



6:30 p.m. – 8:30 p.m.

Sponsored Dinner - Vintners Garden Sponsored by:

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A shared course for success



Morgan Stanley Keenan
Associates

TUESDAY, October 28, 2014

8:00 a.m. – 5:00 p.m.

Conference Check-In/Information Desk Open

Veranda - Sponsored by:



8:00 a.m. – 9:00 a.m.

Networking Breakfast/Round Table Discussion Topics

Vintners Garden - Sponsored by:



9:15 a.m. – 10:30 a.m.

GENERAL SESSION - Estate Vineyards/Wild Horse Peak

Topic: The Who, What, Where and When of FON in California Community Colleges

Panelists: Andy Suleski, Vice President, Administrative Services, Butte CCD; Kuldeep Kaur, Chief Business Officer, Yuba CCD and Mario Rodriguez, Assistant Vice Chancellor of Finance & Facilities, CCCC.

Session Description: All your FON questions will be answered in this informative session that brings together the newly appointed Assistant VC for Finance & Facilities at the Chancellor's Office and two well-informed CBOs who specialize in "FON-speak" to provide an overview of the basics as well as some of the most common mistakes and frequently overlooked steps in addressing the challenges that come with meeting your FON obligation.

10:30 a.m. – 10:45 a.m.

Refreshment Break - Veranda Sponsored by:



10:45 a.m. – 11:45 a.m.

CONCURRENT SESSIONS

OPTION ONE: Leading Change in California Community Colleges through Student Support & Success/Student Equity Programs Rolling Hills

Panelists: Teresa Scott, Executive Vice Chancellor, Yosemite CCD; Sarah Schrader, Controller, Yosemite CCD; Julianna Barnes, VP Student Services, San Diego CCD; Angelica Suarez, VP Student Services, Southwestern CCD and Linda Michalowski, Vice Chancellor Student Services and Special Programs, CCCC

Session Description: With 72 campus-based SSSP or Student Equity programs in development, one has to wonder about the common threads that connect these efforts intended to help transform California community colleges. This timely session will provide an opportunity for a wide-ranging discussion with campus student services administrators and the System Offices' Vice Chancellor for SSSP, Linda Michalowski about the history and goals of the Student Success & Support and Student Equity programs as they take shape across the system.

Panelists will provide guidance to attendees about the core services inherent in a well-functioning program, their implementation and reporting requirements, as well as program and budget plans and funding guidelines, including what the appropriate expenditures and match requirements are. Get your questions answered and see the big picture emerge as these details are illustrated for you in this interactive session!

OPTION TWO: Ethics/Conflict of Interest Issues and Form 700's Statement of Economic Interest Estate Vineyards/Wild Horse Peak

Panelists: Eileen O'Hare Anderson, Partner, Liebert Cassidy Whitmore and Fred Williams, Vice Chancellor, Finance & Facilities, North Orange CCD

Session Description: In this workshop, our panelists will address ethical issues and predicaments facing fiscal officers, Chief Business Officers and community college trustees from the perspectives of a CBO and a lawyer. Their case study based approach will include the complex conflict of interest rules applicable to CCDs, as well as covering required disclosures through Form 700. Some scenarios that will be covered include: Invitations to other CCD's golf tournaments, holiday gifts from donors, subsidized dinners, speaker's fees and more!

12:00 p.m. – 1:00 p.m.

Lunch - Vintners Garden Sponsored by:



1:15 p.m. – 2:15 p.m.

GENERAL SESSION - Estate Vineyards/Wild Horse Peak

KEYNOTE ADDRESS: Revival of the Fittest: A Process for Thriving in Constant Change

Presenter: Mary Feely

Session Description: Change is a constant factor in today's turbulent business environment. As our institutions strive to develop a more responsive and flexible infrastructure, administrators—and particularly CBOs—are forced to enhance the ability to adjust to constant change, reorganization and new processes. The survivors will be those individuals who have developed the ability to take change in stride, remain flexible and exhibit the ability to pull together as a team to accomplish goals. This dynamic session will provide an understanding of change, why we tend to resist it, and will cover practical techniques for adjusting to it and provide tips for becoming a better team player.

Our speaker today is well known for her ability to make audiences understand the essence of her message while entertaining them as well. Mary Feely's presentations are the perfect blend of education and entertainment. Her audiences listen, laugh, and

learn, and her presentations combine the wisdom of the corporate corner office and the humor of a comedy club stage as she shares her first-hand knowledge in a blend of message, motivation and mirth.

Mary has 22 years of successful business experience from the front-line to executive level positions in marketing and public relations and has worked in both the public and private sectors. In addition to her time in the business world, Mary is an award-winning stand-up comedian who has performed in top comedy clubs throughout the United States. In Mary's keynote, you'll enjoy the finest in "edu-tainment" and take home the message that CBOs can thrive in an environment of constant change!

2:15 p.m. – 2:30 p.m.

Refreshment Break - Veranda Sponsored by:



2:30 p.m. – 3:30 p.m.

CONCURRENT SESSIONS

OPTION ONE: From Green Grapes to Fine Wine – Professional Development Opportunities for Future CBOs and CEOs - Rolling Hills

Panelists: *Jim Austin, Chief Business Officer, MiraCosta CCD (retired); Susan Bray, Executive Director, ACCCA; and Kathy Blackwood, Executive Vice Chancellor, San Mateo County CCD.*

Session Description: As prospects for professional development opportunities for administrators grows thanks to Student Success initiatives, AB 2558 and other efforts, the access to quality, focused training programs is growing as well.

As confusing as the many options may be, there are some tried and true pathways to getting the specific training you need to stay current with best practices and prepare yourself for the next step in your career. Through ACBO training programs, professional development options from ACCCA and a growing number of online doctoral programs being developed, CBOs as well as future CBOs and CEOs have some outstanding options to consider.

Whether you or those you manage want to enhance your existing skill set or are considering the next step on the career ladder, find about the programs that will help get you there and develop your essential professional network at the same time. Our panel will describe the merits of current programs available now and participants will receive a matrix of doctoral programs worth considering as well.

OPTION TWO: Responsibilities of Community College Districts under the California Voting Rights Act

Panelists: *Warren Kinsler, Partner, AALRR; David Soldani, Partner, AALRR and Todd Robbins, Senior Associate, AALRR; and Gregory Taylor, General Counsel, State Center Community College*

Session Description: This session will provide attendees with an overview of district obligations under the California Voting Rights Act and make recommendations that would assist districts in determining whether a district may be vulnerable to a legal challenge.

Got questions?! This is intended to be an interactive session and our panel will provide real-world examples to answer your questions on how to protect your campus from potential challenges.

3:30 p.m. – 3:45 p.m.

Refreshment Break - Veranda Sponsored by:



RBC Capital Markets

3:45 p.m. – 5:00 p.m.

CLOSED GENERAL SESSION - Estate Vineyards/Wild Horse Peak

Topic: ACBO Semi-Annual Association Meeting and Board Election

Moderator: *Fred Williams, President, ACBO and Vice Chancellor, Finance & Facilities, North Orange CCD and members of the ACBO Board of Directors*

Session Description: This session is the semi-annual business meeting of ACBO—the Association of Chief Business Officials. All college and/or district staff attending the conference are considered to be the members of the Association and invited to attend the meeting. Come meet your elected ACBO representatives and hear them report on a wide range of issues facing the Board.

5:00 p.m. - Dinner on your own

8:00 p.m. – 10:00 p.m. - Outdoor Movie Night! Courtyard

Sponsored by:

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WEDNESDAY, October 29, 2014

8:00 a.m. – 11:30 a.m.

Conference Check-In/Information Desk Open - Veranda

8:00 a.m. – 8:30 a.m.

Networking Buffet Breakfast - Rolling Hills

Sponsored by:



8:30 a.m. – 10:00 a.m.

CLOSED GENERAL SESSION - Estate Vineyards/Wild Horse Peak

Topic: Semi-Annual Report of the Chancellor's Office

Back for their always informative closing session, a team from the Chancellor's Office will be on hand to update attendees on the latest developments with regard to the Budget, apportionment issues, the FON and other topics of interest to CBOs.

Specific presentations by **Dan Troy** and other members of his team including **Diane Brady, Mario Rodriguez** and **Susan Yeager** will be followed by a comprehensive Q&A so all your questions and concerns can be addressed.

10:00 a.m. – 10:15 a.m.

Refreshment Break - Rolling Hills - Sponsored by: **STIFEL**

10:15 a.m. – 11:30 a.m.

GENERAL SESSION - Estate Vineyards/Wild Horse Peak

Topic: A Political, Legislative and State Budget Update from the League

Join **Scott Lay**, President/CEO of the League for a update on the upcoming elections, and a forward look at the political, legislative and budgetary landscape that we will be facing in the coming years.

11:30 a.m.

Conference Adjourns

General Sponsors:



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