

ACBO Institute II – September & October 2025

Learning Goals and Student Learning Outcomes (SLOs)

Vision Statement Learning Goals:

Building on the success of the original ACBO Institute I – a “nuts and bolts” training experience for **Chief Business Officials** – ACBO’s Institute II is a professional development training to prepare administrators to take on executive or senior leadership roles as a **Chief Business Officer** at the **college or district** level in the California Community College System through a focus on:

- Leadership Challenges and becoming an Effective Leader and the importance of cultivation and development of those who report to you and to whom you report.
- Increased knowledge of the role and responsibilities of a college/district Chief Business Officer to include topics such as: Collective Bargaining; Data Driven Decision Making; Educational Policy; Governance; Accreditation; Facilities; State and Local Bonds; Safety and Security, etc.
- Enhancement of “soft” skills beyond technical skills and an awareness and sensitivity related to communicating with all constituencies in a complex “participatory” educational environment.
- Development of a network of human resource support and a library of practitioner resources.

Student Learning Outcomes (SLOs):

1. Participants’ will increase their knowledge of the California community college system, the Education Code and the Laws and Regulations impacting the fiscal aspects of all community college districts.
2. Participants will acquire an understanding of the roles and responsibilities of the major CCC oversight entities (such as CCCCO, FCMAT and ACCJC) and how to work with those entities.
3. Participants will acquire an understanding of the role of a District/College Chief Business Officer and the scope of responsibilities for these executive and senior level positions.
4. Participants will expand their knowledge of leadership in the California Community College system; learn about the state funding formula (SCFF) and the need for colleges/districts to engage in a paradigm shift that is focused on performance outcomes in addition to access; the importance of using data in decision making; how policy is enacted; and other governance, management, and leadership related topics to be included in every CBO’s “tool box”.
5. Participants will be able to enhance their knowledge and skills in order to function in a complex political and social environment and how to effectively communicate with internal and external constituencies while recognizing that the public face of a business officer is the public face of his/her college/district.
6. Participants will be able to identify specific resources available to them through various venues including having developed a network of resources to call upon in support of current and future administrative positions.
7. Participants will have the opportunity to hone their communication, team building, and presentations skills through a written assignment, group project, and presentation during the last session.