

ACBO Institute 1
Spring 2018

Learning Goals and Outcomes

Learning Goals Statement:

Prepare participants for business related administrative positions at their current college/district in the California Community College System and for future advancement through a focus on:

- Leadership versus management
- Increased knowledge of the role and responsibilities of a college/district business official
- Enhancement and development of “soft” skills beyond technical skills and an awareness and sensitivity related to communicating with all constituencies in a complex educational environment
- Cultivation of a network of human support and a library of practitioner resources

Learning Outcomes:

1. Participants' will acquire knowledge of the history of the California community college system, the Education Code and the Laws and Regulations impacting the fiscal aspects of all 72 community college districts.
2. Participants' will acquire an understanding of the role of a District/College CBO; the scope of responsibilities for these positions; the pathway for future career development; and, the skills required to be a District CBO.
3. Participants will learn about the state budgetary process; how the system is funded and accountable for outcomes; how individual community college districts are funded; the importance of institutional master and strategic planning; and, enrollment management and its impact on funding and student access and success.
4. Participants will be able to identify the skills needed 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 official is the public face of his/her college/district.
5. 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.