

## ACBO Institute 1 - Spring 2022

### Learning Goals and Outcomes

Virtual Sessions: March 11, 25 and April 22, 2022 (12 hours of preparation & training)

In-Person Session: April 6 – 8, 2022 (15 hours of preparation & training)

Group Project Preparation and Presentation (5 hours of preparation, training and critique of other group presentations)

Total CPE hours earned: 32 hours

#### **Learning Goals Vision 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 California 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; history of CA community college finance; how the system is funded and accountable for outcomes; how individual community college districts are currently funded; the importance of institutional master and strategic planning; enrollment management and its impact on funding and student access and success; and the importance of DEIA (Diversity, Equity, Inclusion and Accessibility).
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.
6. Participants will have the opportunity to hone team building and presentation skills via a final group project.