

Chancellor's CABINET HIGHLIGHTS



This is a publication of the Contra Costa Community College District Chancellor's Office to Employees of the District.

Members of the Chancellor's Cabinet: *Helen Benjamin*, Chancellor; *Deborah Blue*, Vice Chancellor, Districtwide Planning and Educational Services; *Peter García*, President, LMC; *Eugene Huff*, Associate Vice Chancellor/Chief Human Resources Officer; *Mojdeh Mehdizadeh*, Associate Vice Chancellor/Chief Information Officer; *Ray Pyle*, Chief Facilities Planner; *Doug Roberts*, Associate Vice Chancellor/Chief Financial Officer; *Judy Walters*, President, DVC; and *McKinley Williams*, President, CCC

September 2007

Mission

The mission of the Chancellor's Cabinet is to serve as the leadership team ensuring the capacity of our District to effectively educate students and meet the needs of our communities in partnership with classified staff, faculty, and other managers.

Board Policy Revisions and Student Services Procedure Approval

At its September 18, 2007, meeting, Cabinet approved revisions to the following attached Board Policies (BP): BP 2019, Freedom of Expression and BP 3005, Intercollegiate Athletics. Cabinet further approved the attached Student Services Procedure 3016, Transfer Center.

California State University East Bay (CSUEB)

A subcommittee was appointed to review data and develop a response for the CSUEB plan to offer lower division courses at its Concord campus. The California Post Secondary Commission requires the support of the local community college when state universities seek expansion. The response will be shared with the Governing Board members who will make the final decision.

Chancellor's Cabinet Retreat

Chancellor's Cabinet held a retreat on September 4, 2007. Among others, the following items were identified as priorities for 2007-08. Timelines for completion and persons responsible were established for each.

- Create Districtwide college enrollment management plan that includes access and equity.
- Develop comprehensive, Districtwide plan for professional development.
- Analyze results of November employee morale survey to identify key opportunities for improvement and address them by location, including access and equity issues.

Chancellor's Cabinet Highlights: September 2007

- Develop action plan for implementation of the District strategic plan.
- Implement educational and facilities master plans.
- Develop and implement Emergency Preparedness Plans for seven locations.
- Conduct ongoing assessment of appropriate relationship between colleges and District.
- Establish dialogue around ethics.
- Complete accreditation self-studies.
- Establish parameters and timeline for parameters for classification study of classified employees.
- Develop equitable adjunct faculty (C-hourly) budget and allocation model.
- Develop and implement an evaluation schedule for all managers and confidential employees.

Concord Naval Weapons Site Proposal

Educational programs that could be submitted to the Department of Education and the Concord reuse authorities were discussed. These programs could lead to public benefit conveyance of land on the former Concord Naval Weapons Station. Ray Pyle, Chief Facilities Planner will follow up with application processes and real estate issues, and will attend public meetings with reuse officials. In addition, Diablo Valley College President Judy Walters, Los Medanos College President Peter Garcia and Vice Chancellor, Districtwide Planning and Educational Services Deborah Blue will attend meetings that are specifically targeted at educational opportunities in the reuse planning process.

Media Relations Training for Managers

Between now and December 31, media relations training will be offered to all District managers by location.

Transition to Independent Living Program

Deborah Blue, Vice Chancellor, Districtwide Planning and Educational Services introduced the Transition to Independent Living Program (TILP) that assists students with developmental disabilities.

The TILP was implemented at Taft College in 1995. Students earn a Certificate of Completion in Independent Living Skills, by completing 30 hours of coursework per week that includes instruction in independent living skills, 8 hours of vocational training, and an enrichment class. There is a comprehensive pre-enrollment process that includes screening criteria, application, and interviews, and other requirements prior to transitioning from the college. Students pay for room and board. They receive social security benefits and student employment wages

Dr. Blue will provide follow-up details to Cabinet concerning programmatic viability and assess interest in developing this type of program at one of the colleges.

FREEDOM OF EXPRESSION

The constitutions of the United States and the State of California guarantee all persons the right of free and unrestricted expression.

Education Code 76120 requires that the Governing Board *of a community college district shall adopt rules and regulations relating to the exercise of free expression by students upon the premises of each community college within the district, including reasonable provisions for the time, place, and manner of conducting such activities.*

Such rules and regulations shall not prohibit the right of students to exercise free expression including, but not limited to, the use of bulletin boards, the distribution of printed materials or petitions, and the wearing of buttons, badges, or other insignia, except that expression which is obscene, libelous or slanderous according to current legal standards, or which so incites students as to create a clear and present danger of the commission of unlawful acts on community college premises, or the violation of lawful community college regulations, or the substantial disruption of the orderly operation of the community college, shall be prohibited.

These policies will be on file with the Faculty Senate, Classified Senate, student activities and administrative offices at each site and printed in the catalog and student handbook for each college.

Education Code 66301, 76120

INTERCOLLEGIATE ATHLETICS

~~Intercollegiate athletic teams and events in which they participate~~ The District shall maintain an organized program for men and women in intercollegiate athletics, which are a part of the physical education program. The program shall not discriminate on the basis of gender in the availability of athletic opportunities. The President of each college is authorized to schedule contests in all intercollegiate sports within the State of California.

The Chancellor, or his/her designee, shall assure that the athletics program complies with state law, the California Community Colleges Commission on Athletics Constitution and Sports Guides, and appropriate Conference Constitution regarding student athlete participation.

Education Code Sections 78223, 66271.6, 66271.8, 67360 et seq.

TRANSFER CENTER

Each college within the District has a transfer center plan that complies with the requirements of Title 5. The plan identifies appropriate target student populations and is designed to increase the transfer applications of under-represented students among transfer students.

Plan components include, but are not limited to:

- Services to be provided to students
- Facilities
- Staffing
- An advisory committee
- Evaluation and reporting
- Transfer path requirements for each articulated baccalaureate major

The Advisory Committee includes representatives from student services, instructional faculty, four-year institutions (UC, CSU, private), students, and members of the community. The Academic Senate President shall appoint the faculty members to the Transfer Center Advisory Committee. The Advisory Committee will review the Transfer Center Plan and its recommended goals, and make further recommendations for updating the Plan.

Evaluation and Reporting

- a. The Transfer Center shall work in cooperation with the Office of Institutional Research to conduct an ongoing evaluation of the effectiveness of the college's transfer efforts, and the achievement of the Transfer Center Plan.
- b. The District shall submit an annual report to the Chancellor's Office describing the College's efforts towards achieving the targets and goals of the Transfer Center.

Title 5, California Code of Regulations, Section 51027
California Education Code Sections 66720-66744