

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; *Kindred Murillo*, Vice Chancellor, Districtwide Administrative Services; *Ray Pyle*, Chief Facilities Planner; *Roy Stutzman*, Associate Vice Chancellor, Chief Financial Officer (Interim); *Tim Leong*, Director, Communications and Community Relations; *Judy Walters*, President, DVC; *McKinley Williams*, President, CCC

July to September 2008

~ 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.

CCFS 320 Report- Apportionment Attendance Report

Cabinet received an overview of how important attendance accounting is to the CCFS 320 report which accounts for approximately 90 percent of the District's apportionment funding. Training sessions on the topic were planned at the District Office and all three campuses to increase District employee awareness of the importance of properly noting student attendance.

2007-08 Strategic Directions

The Cabinet discussed the accomplishments made toward the 2007-08 Strategic Directions, and revised the framework for the presentation to be made at the September 2008 Governing Board meeting.

American Heart Association (AHA) Walkathon

A representative of the AHA Walkathon talked to Cabinet members about employee participation in the 2008 event.

The AHA recognizes employers who celebrate the health of their employees at work to create a culture of physical activity in the workplace. In 2007, the District was awarded "gold level" status by AHA and also received recognition in the *Wall Street Journal*. The District was honored once again for a second year in a row with a "gold level" award at the AHA walk on September 28, 2008.

60th Anniversary Plans

The District was founded in 1948 and began educating students in 1949. Celebrating 60 years of service to Contra Costa County, the District is planning events and activities that will recognize its rich heritage and history. The Cabinet reviewed the plan which includes a 60th anniversary website where students, employees, retirees and community members can view historical photos and leave scrapbook memories. The anniversary kick-off celebration will be held on Thursday, December 4, 2008, at the Pleasant Hill Community Center.

Active Campus Portal

Cabinet received a presentation by Datatel's Tricia Score on the new Active Campus Portal purchased by the District. The portal will open a wide range of communication opportunities to students and all employee groups. A Districtwide planning team has been created, and overview presentations are being conducted to all constituent groups.

Enrollment Management Plans

Progress reports by the Districtwide Enrollment Management Team (Team) have been made at several Cabinet meetings. The Team has been working to ensure alignment with college enrollment management plans and with the District vision, mission and 2005-09 strategic directions.

District Policies and Procedures

Item(s)	Result
Administrative Procedure 1005.01, <u>Public Information</u>	Cabinet gave final approval at the July 8, 2008 meeting.
Administrative Procedure 1900.01, <u>Destruction of District Records</u>	Cabinet gave final approval at the September 9, 2008 meeting.

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