Cabrillo College Mission, Vision, Core 4 Competencies, Accreditation

Our Mission
Cabrillo College is a dynamic, diverse, and responsive educational community dedicated to helping all students achieve their academic, career, and personal development goals.

Vision Statement
Cabrillo College is passionate about developing critical thinking, honing oral and written communication, and enhancing global awareness, while cultivating personal and professional responsibility in our students. Exploration, innovation, creativity, and implementation of a variety of teaching methods, including technology literacy, are hallmarks of our approach to learning. We help students of varying skill levels achieve their potential, and consider everyone in the college part of a community of learners who are treated with dignity and respect. Cabrillo College supports a climate of diversity, self-empowerment, and sustainability, with a strong sense of social justice.

As an integral part of Santa Cruz County, Cabrillo College is an accessible gateway to prosperity that provides education for all, supporting the local economy and improving economic vitality. We serve students who have goals of transfer, career preparation, basic skills, personal fulfillment, and retraining through an inclusive and effective learning environment. Students will leave with greater knowledge and a richer expectation of themselves.

Core Four Competencies
To achieve our mission, the Cabrillo College community works together to help students master our four college competencies. The Core 4 represent the major skills that all students need to succeed. The college is committed to fulfilling this promise: When our students have met the requirement for the A.A or A.S. degree or have completed the general education sequence, they will be competent in:

- **Communication**: Reading, Writing, Listening, Speaking, and/or Conversing
- **Critical Thinking and Information Competency**: Analysis, Computation, Research, Problem Solving
- **Global Awareness**: An appreciation of Scientific Processes, Global Systems and Civics, and Artistic Variety
- **Personal Responsibility and Professional Development**: Self-Management and Self-Awareness, Social and Physical Wellness, Workplace Skills

Accreditation
Cabrillo College is accredited by the Western Association of Schools and Colleges, the recognized local agency which is affiliated with the Federation of Regional Accrediting Commissions of Higher Education. The College adheres to the institutional standards set forth by the Accreditation Commission for Community and Junior Colleges, and has been approved by the Board of Governors of the California Community Colleges and the California State
Introduction

Over 25 years ago, the California Legislature and the Governor approved AB 1725 directing the California Community College Board of Governors to develop regulations which, among other things:

… ensure faculty, staff, and students (have) the opportunity to express their opinions at the campus level, and to ensure that these opinions are given every reasonable consideration, and the right to participate effectively in district and college governance, and the right of academic senates to assume primary responsibility for making recommendations in the areas of curriculum and academic standards (70900.5).

Upon direction from the Legislature, the California Community College Board of Governors adopted Title V regulations to implement AB 1725. For faculty, these regulations are contained in section 51023 and again in section 53201 specifically for Academic Senates. Regulations pertaining to classified staff can be found in section 51023.5 and those pertaining to students are under section 51023.7. The Board of Governors then directed each community college district Board of Trustees to adopt local policies and procedures to implement these Title V regulations.

The Cabrillo College Board of Trustees policies supporting the Title 5 regulations are contained in three sections (See Appendix):

- Board Policy 2130: Faculty Role in Governance
- Board Policy 2140: Staff Role in Governance
- Board Policy 2150: Student Role in Governance

At Cabrillo College, shared governance is grounded in the inclusion of faculty, staff, and students and administrators in the decision-making processes. The inclusion of all constituent groups and varying viewpoints promotes effective collaboration in college planning. The Faculty Senate, the Associated Students of Cabrillo College (ASCC) Student Senate, Administrative Council representative and the collective bargaining units are all present at the highest shared governance council, the College Planning Council (CPC). Two-way communication between the individual members of CPC and their constituent groups is critical for optimal functioning of the planning structure.
Responsibility for Governance

Faculty Participation

Operational Planning
There is operational consistency for faculty across the five instructional divisions. Faculty work with their Program Chairs and Deans on matters concerning curriculum and classroom operations. Faculty work together and with instructional administrators to determine the most effective methods to meet the needs of students, personnel, and the college.

Shared Governance
The Faculty Senate is responsible for formal recommendations regarding academic and professional matters (See Appendix: California Administrative Code Title 5 Section 53201, Cabrillo Board Policy 2130). The Faculty Senate Executive Board consists of an elected president, and an appointed Vice President, Secretary, and Treasurer. The Division Senators are comprised of two faculty elected from each of the five divisions, plus one each from Counseling, Counseling and Educational Support Systems, and the Library. The Watsonville Representative is a voting member. Senator-at-Large seats rotate every other year and are filled by election. Non-voting seats are held by a Student Senate Representative, the Student Learning Outcomes Assessment Coordinator, the Cabrillo College Federation of Teachers Liaison, the Cabrillo Classified Employee Union Liaison, and the Vice President of Instruction.

The Faculty Senate is also responsible for appointing faculty to college and district standing committees, peer review teams, and various college and district ad hoc committees. In addition, the Faculty Senate provides input into the prioritization process for new planning and resource requests through their appointments to the Core Mission Workgroups, the Operations Planning Committee, and the College Planning Council. The Senate president meets regularly with the College President and Vice President of Instruction and Institutional Research to ensure college-wide faculty concerns are communicated and discussed. Faculty Senate meetings are open and all faculty are encouraged to communicate regularly with their representatives and to participate in Senate sponsored events, activities, and meetings. Senate minutes are posted on their website: http://cabrillo.edu/associations/facultysenate/minutes.html

Collective Bargaining
The Cabrillo College Federation of Teachers (CCFT) is the collective bargaining representative for all Cabrillo College faculty. CCFT often appoints representatives to committees and groups that deal primarily with employee contracts and benefit information and issues. Questions or concerns regarding faculty working conditions should be directed to CCFT representatives.

Classified Staff Participation

Operational Planning
Classified staff have the responsibility and opportunity to participate in decision-making across the college. At the operational level, classified staff collaborate with other staff, administrators, faculty, and students within and across their departments, programs, and service areas to
determine the most effective ways to meet the needs of the students, personnel, and the college. Different units have varying processes for how operational decisions are made and staff are encouraged to check with their supervisors, governance, and/or bargaining unit leaders for more detailed information.

**Collective Bargaining**

Classified staff have one collective bargaining unit that represents all classified employees on work related conditions. Questions or concerns regarding working conditions should be directed to the Cabrillo Classified Employee Union (CCEU) representatives. CCEU appoints representatives to shared governance committees and groups that deal with all aspects of college decision making, especially those that affect employee contracts, working conditions, and benefit information.

**Confidential**

“Confidential Employee” is an employee of the District who, in the regular course of his/her duties, has access to confidential information that contributes to the development of management proposals and decisions with respect to employer-employee relations (Government Code Section 3540.1(c)). As such, they are not a bargaining unit, but rather a meet and confer unit.

**Student Participation**

The Associated Students of Cabrillo College (ASCC) Student Senate is responsible for representing all students to the college president, Faculty Senate, and college standing committees (Cabrillo Board Policy 2150, California Administrative Code Title 5 Section 51023.7). The ASCC Student Senate appoints eligible students to serve on a number of college standing committees, including the College Planning Council, and the Assessment Review Committee, among others. All Cabrillo students are represented on the Cabrillo Board of Trustees by a Student Trustee with an advisory vote (Cabrillo Board Policy 2150). The ASCC President or his or her designee is a member of the College Planning Council.

Each Cabrillo student has specific rights and responsibilities as a student enrolled in the college, which are defined by the Students Rights and Responsibility Handbook. All students are encouraged to make their voice heard by voting or participating in student elections and student clubs, by bringing issues to the attention of the ASCC Student Senate, or by contributing their opinions to occasional college surveys regarding student satisfaction with the college and specific departments and services.

**Shared Governance**

Students participate in decision-making processes in a variety of ways. The ASCC Student Senate meets regularly and appoints student representatives to governance groups and committees within the college. The ASCC Student Senate provides input to the prioritization process for new planning and resource requests through their appointments to the Student Learning Outcomes Committee, the Facilities Planning and Advisory Committee, and the College Planning Council. Students have a responsibility to gather information from these
meetings and to disseminate this information and collect feedback from their student peers.

**Administrator Participation**

**Operational Planning**
Administrators participate in decision-making processes in a variety of ways. In their local areas of responsibility, they are responsible for seeking faculty, staff, and student input to improve programs and services, as well as working with their direct supervisors and appropriate committees and work groups to represent the ideas and issues of their areas. Managers are responsible for facilitating department and unit program reviews and plans by faculty and staff, as well as for facilitating division or service area meetings where faculty and staff work together to prioritize any requests for college-wide resources coming from their academic or service areas.

All Deans, Vice Presidents, and select managers with broader campus responsibilities serve on the Admin Council, which meets monthly. When needed, managers provide formal input on governance issues to the college president.

The Instructional Deans have a bi-monthly meeting with the Vice President of Instruction to problem solve and discuss operational issues such as providing curriculum support to faculty, program compliance and regulatory changes, enrollment management, and coordinating overlapping programs and services.

The President’s Cabinet meets weekly and includes the President and all the Vice Presidents, and the College Researcher as needed. The President’s Cabinet is responsible for discussing overall college operational issues and making recommendations to the President based on input from their areas.

**Shared Governance**
Administrators are appointed to serve on a variety of Cabrillo College and District ad hoc and standing committees by the college president. The administrators provide input to the prioritization process for new planning and resource requests through their appointments to the Core Mission Workgroups, the Operations Planning Committee, and the College Planning Council. In addition, administrators have a responsibility to solicit opinions from faculty, staff, and students in affected areas, as well as give those opinions reasonable consideration before final decisions are made that affect those individuals.

**Non-Collective Bargaining**
Administrators who are directors, deans, and vice presidents are represented by the meet and confer group, Administrative Bargaining Committee (ABC). Questions and concerns regarding working conditions should be directed to ABC representatives.
Board of Trustees

Operational and Policy Planning
The Governing Board is responsible for making formal decisions regarding academic and professional matters. This is done through the implementation of Board Policy. Board policy is the voice of the Governing Board and defines the general goals and acceptable practices for the operation of the District. It implements federal and state laws and regulations. The Governing Board, through policy, delegates authority to and through the Superintendent/President to administer the District. The Superintendent/President and District employees are responsible to reasonably interpret Board policy as well as other relevant laws and regulations that govern the District.

Shared Governance
In administering District policies, the Superintendent/President shall be guided by the knowledge that the Governing Board values an open interchange of ideas among all employees of the District. Nothing herein shall be interpreted as intended to interrupt free and open flow of ideas and assistance among personnel at every level.
§ 51023.5 BARCLAYS CALIFORNIA CODE OF REGULATIONS Title 5
Barclays Official California Code of Regulations
Title 5. Education
Division 6. California Community Colleges
Chapter 2. Community College Standards
Subchapter 1. Minimum Conditions

§ 51023.5. Staff.
a. The governing board of a community college district shall adopt policies and procedures that provide district and college staff the opportunity to participate effectively in district and college governance. At minimum, these policies and procedures shall include the following:

1. Definitions or categories of positions or groups of positions other than faculty that compose the staff of the district and its college(s) that, for the purposes of this section, the governing board is required by law to recognize or chooses to recognize pursuant to legal authority. In addition, for the purposes of this section, management and non-management positions or groups of positions shall be separately defined or categorized.

2. Participation structures and procedures for the staff positions defined or categorized.

3. In performing the requirements of subsections (a)(1) and (2), the governing board or its designees shall consult with the representatives of existing staff councils, committees, employee organizations, and other such bodies. Where no groups or structures for participation exist that provide representation for the purposes of this section for particular groups of staff, the governing board or its designees, shall broadly inform all staff of the policies and procedures being developed, invite the participation of staff, and provide opportunities for staff to express their views.

4. Staff shall be provided with opportunities to participate in the formulation and development of district and college policies and procedures, and in those processes for jointly developing recommendations for action by the governing board, that the governing board reasonably determines, in consultation with staff, have or will have a significant effect on staff.

5. Except in unforeseeable, emergency situations, the governing board shall not take action on matters significantly affecting staff until it has provided staff an opportunity to participate in the formulation and development of those matters through appropriate structures and procedures as determined by the governing board in accordance with the provisions of this Section.

6. The policies and procedures of the governing board shall ensure that the recommendations and opinions of staff are given every reasonable consideration.

7. When a college or district task force, committee, or other governance group, is used to consult with staff regarding implementation of this section or to deal with other issues which have been determined to significantly affect staff pursuant to subdivision (a)(4), the appointment of staff representatives shall be made as follows:

   i. The exclusive representative shall appoint representatives for the
respective bargaining unit employees, unless the exclusive representative and the governing board mutually agree in a memorandum of understanding to an alternative appointment process.

ii. Where a group of employees is not represented by an exclusive agent, the appointment of a representative of such employees on any task force, committee or governance group shall be made by, or in consultation with, any other council, committee, employee organizations, or other staff groups that the governing board has officially recognized in its policies and procedures for staff participation.

iii. When the task force, committee or governance group will deal with issues outside the scope of collective bargaining, any other council, committee or staff group, other than an exclusive agent, that the governing board has officially recognized in its policies and procedures for staff participation may be allowed to designate an additional representative. These organizations shall not receive release time, rights, or representation on such task forces, committees, or other governance groups exceeding that offered to the exclusive representative of classified employees.

iv. In all cases, representatives shall be selected from the category that they represent.

b. In developing and carrying out policies and procedures pursuant to subsection (a), the district governing board shall ensure that its actions do not dominate or interfere with the formation or administration of any employee organization, or contribute financial or other support to it, or in any way encourage employees to join any organization in preference to another. In addition, in order to comply with Government Code sections 3540, et seq., such procedures for staff participation shall not intrude on matters within the scope of representation under section 3543.2 of the Government Code. Governing boards shall not interfere with the exercise of employee rights to form, join, and participate in the activities of employee organizations of their own choosing for the purpose of representation on all matters of employer-employee relations. Nothing in this section shall be construed to impinge upon or detract from any negotiations or negotiated agreements between exclusive representatives and district governing boards. It is the intent of the Board of Governors to respect lawful agreements between staff and exclusive representatives as to how they will consult, collaborate, share, or delegate among themselves the responsibilities that are or may be delegated to staff pursuant to these regulations.

c. Nothing in this section shall be construed to impinge upon the policies and procedures governing the participation rights of faculty and students pursuant to sections 53200-53204, and section 51023.7, respectively.

d. The governing board of a community college district shall comply substantially with the provisions of this section.


HISTORY

1. New section filed 3-12-91 by Board of Governors of California Community Colleges with
the Secretary of State operative 4-5-91. Submitted to OAL for printing only pursuant to
Education Code section 70901.5(b), (Register 91, No. 23).
2. Editorial correction of printing error in subsection (b) and HISTORY 1. (Register 91, No.
43).
3. Amendment of subsections (a)(1), (a)(3), (a)(5), (a)(7), (b), (c) and (d) filed 9-6-94;
operative 10-6-94. Submitted to OAL for printing only pursuant to Education Code
section 70901.5 (Register 94, No. 38).
for printing only pursuant to Education Code section 70901.5 (Register 2003, No. 27).

This database is current through 1/10/14 Register 2014, No. 2
§ 51023.7 BARCLAYS CALIFORNIA CODE OF REGULATIONS Title 5
Barclays Official California Code of Regulations
Title 5. Education
Division 6. California Community Colleges
Chapter 2. Community College Standards
Subchapter 1. Minimum Conditions

§ 51023.7. Students.

a. The governing board of a community college district shall adopt policies and procedures that provide students the opportunity to participate effectively in district and college governance. Among other matters, said policies and procedures shall include the following:

1. Students shall be provided an opportunity to participate in formulation and development of district and college policies and procedures that have or will have a significant effect on students. This right includes the opportunity to participate in processes for jointly developing recommendations to the governing board regarding such policies and procedures.

2. Except in unforeseeable, emergency situations, the governing board shall not take action on a matter having a significant effect on students until it has provided students with an opportunity to participate in the formulation of the policy or procedure or the joint development of recommendations regarding the action.

3. Governing board procedures shall ensure that at the district and college levels, recommendations and positions developed by students are given every reasonable consideration.

4. For the purpose of this Section, the governing board shall recognize each associated student organization or its equivalent within the district as provided by Education Code Section 76060, as the representative body of the students to offer opinions and to make recommendations to the administration of a college and to the governing board of a district with regard to district and college policies and procedures that have or will have a significant effect on students. The selection of student representatives to serve on college or district committees, task forces, or other governance groups shall be made, after consultation with designated parties, by the appropriate officially recognized associated student organization(s) within the district.

b. For the purposes of this Section, district and college policies and procedures that have or will have a “significant effect on students” includes the following:

1. grading policies;
2. codes of student conduct;
3. academic disciplinary policies;
4. curriculum development;
5. courses or programs which should be initiated or discontinued;
6. processes for institutional planning and budget development;
7. standards and policies regarding student preparation and success;
8. student services planning and development;
9. student fees within the authority of the district to adopt; and
10. any other district and college policy, procedure, or related matter that the district
The governing board determines will have a significant effect on students.

c. The governing board shall give reasonable consideration to recommendations and positions developed by students regarding district and college policies and procedures pertaining to the hiring and evaluation of faculty, administration, and staff.

d. Nothing in this Section shall be construed to impinge upon the due process rights of faculty, nor to detract from any negotiations or negotiated agreements between collective bargaining agents and district governing boards. It is the intent of the Board of Governors to respect agreements between academic senates and collective bargaining agents as to how they will consult, collaborate, share or delegate among themselves the responsibilities that are or may be delegated to academic senates pursuant to the regulations on academic senates contained in Sections 53200-53206.

e. The governing board of a community college district shall comply substantially with policies and procedures adopted in accordance with this Section.


HISTORY

1. New section filed 3-12-91 by Board of Governors of California Community Colleges with the Secretary of State; operative 4-5-91. Submitted to OAL for printing only pursuant to Education Code section 70901.5(b) (Register 91, No. 23).

2. Editorial correction of printing errors in subsections (a) and (b) and HISTORY 1 (Register 91, No. 43).

3. Amendment of subsections (a)(2), (a)(4), (b), (b)(10), (d) and (e) filed 9-6-94; operative 10-6-94. Submitted to OAL for printing only pursuant to Education Code section 70901.5 (Register 94, No. 38).

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§ 53200 BARCLAYS CALIFORNIA CODE OF REGULATIONS Title 5
Barclays Official California Code of Regulations
Title 5. Education
Division 6. California Community Colleges
Chapter 4. Employees
Subchapter 2. Certificated Positions
Article 2. Academic Senates
§ 53200. Definitions.

For the purpose of this Subchapter:

a. “Faculty” means those employees of a community college district who are employed in positions that are not designated as supervisory or management for the purposes of Article 5 (commencing with Section 3540) of Chapter 10.7 of Division 4 of Title 1 of the Government Code, and for which minimum qualifications for hire are specified by the Board of Governors.

b. “Academic senate,” “faculty council,” and “faculty senate” means an organization formed in accordance with the provisions of this Subchapter whose primary function, as the representative of the faculty, is to make recommendations to the administration of a college and to the governing board of a district with respect to academic and professional matters. For purposes of this Subchapter, reference to the term “academic senate” also constitutes reference to “faculty council” or “faculty senate.”

c. “Academic and professional matters” means the following policy development and implementation matters:
   1. curriculum, including establishing prerequisites and placing courses within disciplines;
   2. degree and certificate requirements;
   3. grading policies;
   4. educational program development;
   5. standards or policies regarding student preparation and success;
   6. district and college governance structures, as related to faculty roles;
   7. faculty roles and involvement in accreditation processes, including self-study and annual reports;
   8. policies for faculty professional development activities;
   9. processes for program review;
   10. processes for institutional planning and budget development; and
   11. other academic and professional matters as are mutually agreed upon between the governing board and the academic senate.

d. “Consult collegially” means that the district governing board shall develop policies on academic and professional matters through either or both of the following methods, according to its own discretion:
   1. relying primarily upon the advice and judgment of the academic senate; or
   2. agreeing that the district governing board, or such representatives as it may designate, and the representatives of the academic senate shall have the obligation to reach mutual agreement by written resolution, regulation, or policy of the governing board effectuating such recommendations.

Note: Authority cited: Sections 66700 and 70901, Education Code. Reference: Sections
70901 and 70902, Education Code.

HISTORY

1. Amendment of NOTE filed 11-4-77; effective thirtieth day thereafter (Register 77, No. 45).
2. Amendment of NOTE filed 4-27-83; effective thirtieth day thereafter (Register 83, No. 18).
3. Amendment filed 10-30-90 with Secretary of State by Board of Governors, California Community Colleges; operative 11-30-90 (Register 90, No. 49). Submitted to OAL for printing only pursuant to Education Code section 70901.5(b).
4. Relocation of article 2 heading filed 5-15-93; operative 6-4-93 (Register 93, No. 25).
5. Amendment filed 9-6-94; operative 10-6-94. Submitted to OAL for printing only pursuant to Education Code section 70901.5 (Register 94, No. 38).

This database is current through 1/10/14 Register 2014, No. 2
**Glossary of Common Acronyms and Miscellaneous Abbreviations**

<table>
<thead>
<tr>
<th>Acronym</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>AA</td>
<td>Associate in Arts degree</td>
</tr>
<tr>
<td>AB1725</td>
<td>Assembly Bill 1725 is landmark legislation that provides new direction and support for the community college. The bill's reforms fall into eight areas: Mission; Governance; Finance; New Programs &amp; Services; Affirmative Action; Employment Policies; Accountability; Conditions &amp; Appropriation for Reform.</td>
</tr>
<tr>
<td>ACCESS</td>
<td>In cooperation with UCSC, supports increasing underrepresented students in biology and chemistry.</td>
</tr>
<tr>
<td>ACE</td>
<td>Academy for College Excellence (formerly known as DBA, Digital Bridge Academy)</td>
</tr>
<tr>
<td>ACHRO/EEO</td>
<td>Statewide Association of Chief Human Resources Officers/Equal Employment Officers</td>
</tr>
<tr>
<td>ACCT</td>
<td>Accounting (instructional program)</td>
</tr>
<tr>
<td>ADA</td>
<td>Americans with Disabilities Act. A federal act which mandates full accessibility for students and employees with disabilities.</td>
</tr>
<tr>
<td>ADC</td>
<td>Administrative Council (administrative governance group)</td>
</tr>
<tr>
<td>A&amp;R</td>
<td>Admissions and Records Office</td>
</tr>
<tr>
<td>AGS</td>
<td>Alpha Gamma Sigma (campus club--Student Honor Society)</td>
</tr>
<tr>
<td>ALH</td>
<td>Allied Health (instructional program)</td>
</tr>
<tr>
<td>AP</td>
<td>Accounts Payable in Business Office</td>
</tr>
<tr>
<td>APD</td>
<td>Academic Program Director</td>
</tr>
<tr>
<td>AR</td>
<td>Administrative Regulation (found in Cabrillo Policy Manual)</td>
</tr>
<tr>
<td>ARC</td>
<td>Assessment Review Committee</td>
</tr>
<tr>
<td>AS</td>
<td>Associate in Science degree</td>
</tr>
<tr>
<td>ASCC</td>
<td>Associated Students Cabrillo College</td>
</tr>
<tr>
<td>ASCCCC</td>
<td>Academic Senate for the California Community Colleges. The statewide organization representing the faculty on matters of educational policy. Local academic senates also have rights and responsibilities related to local district governance.</td>
</tr>
<tr>
<td>Abbreviation</td>
<td>Description</td>
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<tr>
<td>ASM</td>
<td>Administrative Services Managers</td>
</tr>
<tr>
<td>AUO</td>
<td>Administrative Unit Outcomes (measures what administrative unit does for others) as opposed to SLO (student learning outcomes)</td>
</tr>
<tr>
<td>BBP</td>
<td>Blood-borne Pathogens</td>
</tr>
<tr>
<td>BELA</td>
<td>Business, English &amp; Language Arts Division</td>
</tr>
<tr>
<td>BOG</td>
<td>Board of Governors. Appointed by the Governor, the Board establishes policy for the California Community Colleges</td>
</tr>
<tr>
<td>BOGW</td>
<td>Board of Governors fee waiver</td>
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<tr>
<td>BP</td>
<td>Board Policy (found in Cabrillo Policy Manual)</td>
</tr>
<tr>
<td>BSL</td>
<td>Benefit Selection List</td>
</tr>
<tr>
<td>BSO</td>
<td>Business Services Office</td>
</tr>
<tr>
<td>CAHM</td>
<td>Culinary Arts &amp; Hospitality Management (instructional program)</td>
</tr>
<tr>
<td>CABT</td>
<td>Computer Applications/Business Technology (instructional program)</td>
</tr>
<tr>
<td>CAP</td>
<td>Cabrillo Advancement Program</td>
</tr>
<tr>
<td>CBO</td>
<td>Chief Business Officer (aka Vice President of Administrative Services)</td>
</tr>
<tr>
<td>CCEU</td>
<td>Cabrillo Classified Employees Union (certified May 1, 2007)</td>
</tr>
<tr>
<td>CCFT</td>
<td>Cabrillo College Federation of Teachers (faculty union)</td>
</tr>
<tr>
<td>CEED</td>
<td>Career Education &amp; Economic Development</td>
</tr>
<tr>
<td>CEM</td>
<td>Construction &amp; Energy Management (instructional program)</td>
</tr>
<tr>
<td>CEO</td>
<td>Chief Executive Officer</td>
</tr>
<tr>
<td>CFRA</td>
<td>California Family Rights Act</td>
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<tr>
<td>CG</td>
<td>Counseling &amp; Guidance</td>
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<tr>
<td>CHAC</td>
<td>Cabrillo Hispanic Affairs Council</td>
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<tr>
<td>CIO</td>
<td>Chief Instructional Officer (aka, Vice President of Instruction)</td>
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<tr>
<td>CIP</td>
<td>College Instructional Planning Committee</td>
</tr>
<tr>
<td>Acronym</td>
<td>Definition</td>
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<tr>
<td>CIS</td>
<td>Computer and Information Systems (instructional program)</td>
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<tr>
<td>Cisco</td>
<td>A networking academy; in a cooperative effort with Cabrillo, produces computer skills certificate</td>
</tr>
<tr>
<td>CJ</td>
<td>Criminal Justice (instructional program)</td>
</tr>
<tr>
<td>CMP</td>
<td>College Master Plan</td>
</tr>
<tr>
<td>COE</td>
<td>County Office of Education (Santa Cruz)</td>
</tr>
<tr>
<td>COLA</td>
<td>Cost of Living Adjustment</td>
</tr>
<tr>
<td>CORE</td>
<td>Cabrillo’s team representatives for Datatel’s major area modules (finance, payroll, Human Resources and Student Services)</td>
</tr>
<tr>
<td>CPC</td>
<td>College Planning Council</td>
</tr>
<tr>
<td>CRCC</td>
<td>Curriculum Reporting for Community Colleges</td>
</tr>
<tr>
<td>CS</td>
<td>Computer Science (instructional program)</td>
</tr>
<tr>
<td>CSSO</td>
<td>Chief Student Services Officer (aka Vice President of Student Services)</td>
</tr>
<tr>
<td>CSUMB</td>
<td>California State University, Monterey Bay</td>
</tr>
<tr>
<td>CTC</td>
<td>Computer Technology Center</td>
</tr>
<tr>
<td>CTE</td>
<td>Career Technical Education</td>
</tr>
<tr>
<td>CWEE</td>
<td>Cooperative Work Experience Education</td>
</tr>
<tr>
<td>DAS</td>
<td>Division Accounting Specialist</td>
</tr>
<tr>
<td>Datatel</td>
<td>Cabrillo’s “Datatel Colleague” integrated computer software system</td>
</tr>
<tr>
<td>DBA</td>
<td>Digital Bridge Academy (now ACE, Academy for College Excellence)</td>
</tr>
<tr>
<td>DE</td>
<td>Distance Education</td>
</tr>
<tr>
<td>DFEH</td>
<td>Department of Fair Employment and Housing</td>
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<tr>
<td>DH</td>
<td>Dental Hygiene (instructional program)</td>
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<tr>
<td>DM</td>
<td>Digital Media (instructional program)</td>
</tr>
<tr>
<td>DOJ</td>
<td>Department of Justice</td>
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</tbody>
</table>
DOL   Department of Labor
DOT   Department of Transportation
DSPS Disabled Student Program & Services
DUPS Duplications/Cabrillo’s copy center on campus
ECE Early Childhood Education (instructional program)
EDA Economic Development Agency
ED Code California Education Code
EEOC Equal Employment Opportunity Commission
EERA Education Employment Relations Act, regulates collective bargaining.
EMP Educational Master Plan
ENGL English (instructional program)
ENGR Engineering (instructional program)
EOPS Extended Opportunity Program & Services -- a categorically funded program for colleges and programs serving disadvantaged students.
ERISA Employee Retirement Income Security Act
ESL English as a Second Language (instructional program)
ETECH Engineering Technology (instructional program)
FAO Financial Aid Office
F factor relates to FLEX Week credit calculation
FEHC Fair Employment & Housing Commission
FELI Faculty Experiential Learning Institute
FLEX Fun, Learning, Experience, eXpand -- week of flexible faculty schedule (annual 9 days of faculty staff development)
FMLA Family Medical Leave Act
FMP Facilities Master Plan
FPAC    Facilities Planning Advisory Committee
FP&PO   Facilities Planning & Plant Operations (formerly M&O)
FSA     Faculty Service Area (used for faculty layoff and reassignment purposes defined in CCFT contract)
FTEF    Full-Time Equivalent Faculty
FTES    Full-Time Equivalent Student
FTTW    Fast Track to Work program
GPA     Grade point average
HASS    Human Arts & Social Sciences Division
HAWK    Health, Athletics, Wellness & Kinesiology Division (formerly HWPEA)
HERC    Higher Education Recruitment Consortium (in California bay area)
HMO     Health Maintenance Organization
HORT    Horticulture (instructional program) and name of building/location
HR      Human Resources department
HSERV   Human Services (instructional program)
IAC     Instructional Administrator Council
IC      Instruction Council
IDA     Instructional Division Assistant (classified position)
IIPP    Injury & Illness Prevention Program
IT      Information Technology (formerly CR, Computer Resources)
ITEC    Industrial Trades Education Center (Watsonville)
JTPA    Job Training Partnership Act (a federally-funded job training program)
LIA     Laboratory Instructional Assistant (classified position)
LIBR    Library
LRC     Learning Resources Center
LS Learning Skills
MA Medical Assistant (instructional program)
MESA Math, Engineering, Science Achievement program
MHN Managed Health Network
MLC Math Learning Center
M&O Maintenance & Operations department (now FP & PO)
MQs Minimum Qualifications. Replaces California Community College credentials for state-defined academic qualifications related to faculty hiring
NAS Natural & Applied Sciences Division
NSF National Science Foundation
PCN Position Control Number (budget-related position number)
PDA Professional Development Activity
PE Physical Education (instructional program)
PERS Public Employees’ Retirement System
PO Purchase Order
PPO Preferred Provider Organization. A network of health care providers who contract for discounted fee-for-service rates with payer (insurance company or employer) of such services.
PR Purchase Requisition
PS Political Science (instructional program)
PSYCH Psychology (instructional program)
PUENTE Intensive writing, counseling and mentoring project to help Mexican American/Latino students stay in school, enroll in college, earn degrees, and return to the community as leaders and mentors.
RE Real Estate (instructional program)
RT Radiologic Technology (instructional program)
SAS Senior Accounting Specialist (classified position)
<table>
<thead>
<tr>
<th>Acronym</th>
<th>Description</th>
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<tbody>
<tr>
<td>SBDC</td>
<td>Small Business Development Center</td>
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<tr>
<td>SEIU</td>
<td>Service Employees International Union (former classified employee union, now CCEU)</td>
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<td>SISC</td>
<td>Self-Insured Schools of California</td>
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<tr>
<td>SJSU</td>
<td>San Jose State University</td>
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<tr>
<td>SLO</td>
<td>Student Learning Outcomes (measures knowledge, skills, abilities and attitudes students gain)</td>
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<tr>
<td>SLRB</td>
<td>Sabbatical Leave Review Board</td>
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<tr>
<td>SLS</td>
<td>Sign Language Studies (instructional program)</td>
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<tr>
<td>SPECS</td>
<td>term for departments working together in the HASS Division</td>
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<tr>
<td>SPRAC</td>
<td>Services &amp; Program Reduction Advisory Committee (advisory to College Planning Council, aka CPC)</td>
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<tr>
<td>STEM</td>
<td>Title V grant for Science, Technology, Engineering &amp; Mathematics</td>
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<tr>
<td>STRS</td>
<td>State Teachers' Retirement System</td>
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<tr>
<td>TA</td>
<td>Teaching Assistant</td>
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<tr>
<td>TLC</td>
<td>Teaching and Learning Center</td>
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<tr>
<td>TSA</td>
<td>Tax Sheltered Annuity</td>
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<tr>
<td>TU's</td>
<td>Teaching Units</td>
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<tr>
<td>UCSC</td>
<td>University of California, Santa Cruz</td>
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<tr>
<td>VAPA</td>
<td>Visual, Applied and Performing Arts Division</td>
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<tr>
<td>VATEA</td>
<td>Vocational Applied Teacher Education Act</td>
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<tr>
<td>VP</td>
<td>Vice President</td>
</tr>
<tr>
<td>VPAS</td>
<td>Vice President, Administrative Services (aka CBO and formerly Vice President of Business Services)</td>
</tr>
<tr>
<td>VPI</td>
<td>Vice President, Instruction (aka CIO)</td>
</tr>
<tr>
<td>VPSS</td>
<td>Vice President, Student Services (aka CSSO)</td>
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