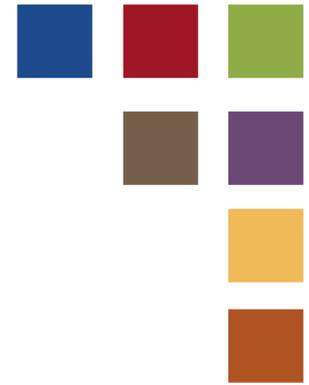




Admin 101: Nuts and Bolts of Administration



The Admin 101 program was researched and developed in 1998 and current data is applied annually to ensure program content continues to serve participants. The purpose of the program is to provide a multi-faceted onboarding experience for new or recently hired administrators in an intensive week-long in-person professional-learning setting. It has been 23 years since its first cohort and the program continues to thrive and fill to capacity each year. Every ACCCA PD program is strategically crafted to guarantee a diverse group of highly skilled leaders is prepared to meet the future administrative requirements of California community colleges.

Program Overview

The program is divided into core areas of competency that align with college/district operations and is presented in a cross-platform method. Program content transitions year to year and additional segments are added based on current events and issues impacting the system. Learn from seasoned panels of top administrators in a cohort or community learning environment.

Generally, the core areas of focus through this multi-prong approach are:

- Governance
- Budget/Finance
- Human Resources
- Enrollment Management
- Instruction and Student Services
- DEIAA and Change Management

Who should consider this program?

- **NEWER ADMINISTRATORS LESS THAN 5 YEARS** New administrators, eager to learn, make an impact, and excel while navigating the California CC System.

Learning Outcomes

1. Consider strategies to manage with DEIAA as a core value.
2. Gain a basic understanding of key components as leaders in: (a) CCC governance, (b) Budgeting, (c) Enrollment management, and (d) Human resources.
3. Build social capital to become a more successful administrator.
4. Contemplate how to manage up and down.

YOUR Professional
Development

STARTS HERE



How To Apply

- Admin 101 takes place in July each year.
- Visit accca.org or scan the QR code above to apply to the program or join our interest list if applications are not yet open.
- All applications go through a vetting process with our Program Team.

Email events@accca.org with any questions.



accca.org

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