

Instruction and Educational Program

A. Educational Program

6219 Contract Education

1. Basic Premise

It is the policy of the Chabot-Las Positas Community College District to provide educational, training and related services to public and private organizations by means of Contract Education in those circumstances where the District is prohibited from using public funds to provide the requested training or services, or where public funds are not available to provide the training or services. All Contract Education activities shall produce a sufficient revenue to cover all costs associated with the training or services provided. All Contract Education activities provided by the District are within the definition and scope of Contract Education provided in Title V. Section 55170a.

2. Goal Statement

The Contract Education program provided by the Chabot-Las Positas Community College District intends to continue the District's commitment to responding actively to the educational, training and service needs of public and private organizations in the District by providing quality instructional and related services. The Contract Education program also seeks to secure new funds for the District and for the participating colleges within the District.

3. Contract Education Program Operational Objectives

- a. Program staff will establish and maintain on-going contacts with public and private organizations in the District to identify training and service needs that can be met through Contract Education.
- b. Program staff will establish procedures for the effective and accountable operation of all aspects of Contract Education activities.
- c. Program staff will coordinate and consult with faculty and staff of both colleges in the planning and delivery of Contract Education activities whenever appropriate.

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- d. Program staff will coordinate with other colleges involved in Contract Education to respond effectively to the training and service needs of contracting organizations.
- e. Program staff will prepare periodic reports to District and College representatives on Contract Education activities and results.
- f. The Contract Education program will operate in such a manner so as to be totally self-supporting.

4. Accountability

The Contract Education program is a District-wide program administered by the Dean, Contract Education and Economic Development with the advisement of the Vice Chancellor for Planning and Development. The Chancellor and the Vice Chancellor for Business Services are authorized to approve agreements for Contract Education activities. All such agreements shall be ratified by the Board of Trustees.