

Academic Affairs

AP 4104 CONTRACT EDUCATION

Reference:

Title 5 Section 55170

The Contract Education Programs have the following 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 local 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 the appropriate college in the planning and delivery of contract education activities.
- 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.

The Contract Education Program is a District-wide program administered by the District Executive Director of Contract Education and Economic Development reporting to the Vice Chancellor of Educational Planning and Facilities. The Vice Chancellor for Business Services is authorized to execute agreements for contract education activities upon approval by the Board of Trustees.

Date Approved: February 18, 2014

*(This is a new procedure recommended by the
Policy and Procedure Service)*