



CALIFORNIA COMMUNITY COLLEGES  
CHANCELLOR'S OFFICE



CALIFORNIA COMMUNITY COLLEGES

**Doing What MATTERS™**

FOR JOBS AND THE ECONOMY

**Technical Assistance Provider, Contract Education**

Catherine Swenson, Director & TAP

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# Contract Education Technical Assistance

## What it Does:

- Provides services that prepare CCs to respond to workforce training needs of business within local community
- Provides training and consulting services to colleges' contract education and economic development professionals
- Provides skills and tools needed to develop and deliver in-demand solutions
- Provides technical expertise to start up or grow an entrepreneurial unit
- Provides business leads and training opportunities for colleges
- Provides services at NO CHARGE to the community colleges!



# Contract Education Technical Assistance

## Sample Services:

- Organizational Development
- Training and Workshops
- Contract Training Summit
- Fundamentals of Being a Successful Contract Training Professional
- Understanding California Education Codes, policies and procedures
- Performance Improvement Methodologies
- Consultative Sales
- Return on Investment for Contract Training
- Training and Development Lending Library



# Contract Education Technical Assistance

## Available Resources:

- Guidelines for Contract Education: A selection of Ed Code and Title 5 sections that guide contract education
- Twelve Features of a High Performing Center: Based on a National study of contract training units across the country (CAEL)
- The Model of A Supportive Campus: Also from CAEL, what your campus needs to do to support an entrepreneurial unit
- Consulting Competencies: The skills a practitioner will need when working with businesses
- Contract Education Program Models: A comparison of three types of unit structures and operations
- CCCCO Legal Opinions: 60% Load as it relates to contract education; fee-based credit
- Business Plan Template: Developed specifically for contract education units
- Sample contracts, job descriptions, data collection tools & more!



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## Partner and Training Resources:

- Development Dimensions International (DDI) – Training certification and materials for talent management
- Center for Sales Strategies – Tools, training and services to support your sales efforts
- LERN – Learning Resources Network for contract training
- Customer Service Academy – Public and Private Sector
- Generational Diversity – Working with cross-generational teams
- Lean for Office (Transactional Lean) – Six sigma for services



# Contract Education Technical Assistance

## California Corporate College:

- Single point of contact for large business into community college contract education
- Utilizes the network of community colleges to deliver standardized training consistently across multiple sites
- Brings training contracts to community colleges to deliver to local sites
- Conducts marketing and outreach on behalf of the community colleges