

General Information

HISTORY OF CABRILLO COLLEGE

Residents of Santa Cruz and Monterey counties living in the San Lorenzo, Santa Cruz, and Watsonville high school districts approved formation of a two-year college district in 1958. The new college's governing board, elected in January 1959, chose the name "Cabrillo College" and employed staff to begin instruction in September of the same year.

More than 800 day and evening students enrolled in freshman classes in temporary quarters at the Watsonville High School campus while sophomores continued to attend neighboring junior colleges.

The college added sophomore classes to its program in September 1960. The governing board, assisted by citizen committees, selected the present campus site and proposed a \$6.5 million bond issue during the first year. Voters gave a 77% "yes" vote to the proposal in June 1960.

Construction of the permanent campus in Aptos began in 1961, and more than 2,000 day and evening students enrolled at the new facility in September 1962. The campus was built to accommodate 2,500 students.

The college began construction of three additional major classroom structures in 1966. To help finance campus expansion, voters of the district gave an 81% "yes" vote on a \$1.1 million bond issue in April 1965. Completion of these buildings increased campus capacity to 5,000 students.

A second expansion of campus facilities was made possible by the approval of state community college construction funds in November 1972 and the passage of a local matching fund bond of \$3 million in April 1973. Twenty acres of property on the ocean side of Soquel Drive were purchased, and four new buildings were constructed. In the 1990s, two buildings were remodeled and now house technology-related instruction.

In June of 1998, the voters again overwhelmingly supported the College by passing a bond measure for repairs, renovations and expansion of the existing campus, as well as expansion of outreach facilities.

A major expansion in off-campus offerings occurred in fall 1987 with the opening of the Watsonville Center. In 1993, the old Watsonville Post Office was remodeled by the City of Watsonville to house the Cabrillo College Watsonville Center. After the passage of Measure C in 1998, Cabrillo College worked closely with the City of Watsonville to purchase both the old Post Office building and the adjacent Comerica Bank site to provide a new and permanent home for the Watsonville Center. The expanded facility opened in fall of 2001. The Solari Green Technology Center opened for classes in the fall of 2012, providing classes in Career Technical Education focused on sustainable environmental practices and technology. The Emergency Medical Technician program moved to the Solari Center in fall 2015. Enrollment at the Wat-

sonville Center has grown to almost 2,000 students.

The college opened a world-class Environmental Horticulture Center and Botanic Gardens in fall 2002 providing an exceptional site for teaching, learning and community enjoyment. The center is located on the hills above the Aptos campus with sweeping views of the Monterey Bay.

In March 2004, voters approved a \$118.5 million bond measure allowing the college to expand its excellent health-careers training programs, make improvements to classrooms, expand the Watsonville Center, and help students better prepare for jobs and transfer to four-year colleges, in addition to other important projects.

In October 2007, the college opened the Barbara Samper Student Activities Center situated on Soquel Drive opposite Cabrillo College Drive and acquired the old Watsonville Library, adjacent to the Watsonville Center. With the help of a \$2.5 million grant from the U.S. Economic Development Agency, the library was replaced with the state-of-the-art Solari Green Technology Center in 2012.

The Arts Education Classrooms project and classrooms for 2D and 3D art opened in fall 2008, and the performance classrooms, two theatres and recital hall opened in 2009.

The new Health and Wellness Center on the Aptos campus opened in 2010.

WHO WAS CABRILLO?

Cabrillo College is named after Juan Rodriguez Cabrillo, a sixteenth century Portuguese explorer who "discovered" California while in the service of Spain. After taking part in the Cortez victory over the Aztecs, Orozco's expedition in Oaxaca, and the conquest of Guatemala, Cabrillo sailed from Guatemala with Alvarado's fleet on its northwestern exploration in 1540.

Alvarado met his death on the west coast of Mexico, and Cabrillo assumed command of the expedition. On September 25, 1542, Cabrillo discovered San Diego Bay, naming it San Miguel. He visited Monterey Bay and discovered the Santa Lucia Mountains on his journey. During the voyage in 1543 Cabrillo died.

In 1935, the California state legislature designated September 28 as "Cabrillo Day," commemorating the anniversary of Cabrillo's exploration in California.

MISSION STATEMENT

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, supports the local economy and improves 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.

COLLEGE CORE 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 Core 4 are the student learning outcomes for all degrees in transfer, the GE program, and outcomes for the institution. That means that 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:

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

STUDENT LEARNING OUTCOMES

Student Learning Outcomes (SLOs) define what students can do when they have completed a course, a certificate, or a degree. They are the goals and skills students have achieved through their study. The four college core competencies are the student learning outcomes for our A.A. and A.S. degrees, the general education sequence, and all departmental degrees. The college has defined SLOs for every Career Technical Education degree and certificate, and for every course offered. Students must demonstrate competency in the SLO to pass the course or be awarded the certificate or degree.

PRIMARY FUNCTIONS

Transfer Education: to provide lower division general education and major preparation courses leading to an associate degree and/or to transfer to a four-year college/university;

Career Technical Education: are designed to provide education and training in selected occupational fields leading to job entry, advancement, retraining and certification, and to associate degrees.

ESSENTIAL TO THE PRIMARY FUNCTIONS

Basic Skills Education: to provide transitional education programs and courses for students needing preparation to succeed in college-level work;

Student Support Services: to provide student support services that enhance student success.

AUTHORIZED FUNCTION

Noncredit Education and Self-Supporting Programs: to offer continuing education responsive to the professional, cultural, and developmental needs and interests of the community.

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 Accrediting Commission for Community and Junior Colleges, and has been approved by the Board of Governors of the California Community Colleges and the California State Department of Education. The College is also approved by the California Department of Education for the training of veterans under the provisions of the G.I. Bill of Regulations. The College is a member of the Community College League of California. Designated courses are accepted on a transfer basis by the University of California, the California State University system, and by private four-year colleges and universities.

GENERAL CURRICULUM

To fulfill essential components of the mission of Cabrillo College, the Governing Board recognizes and supports the offering of courses that meet the needs of the residents of the district. The College offers the following curriculum:

Transfer

The College offers courses and programs fulfilling requirements for admission to advanced standing in the University of California, California State University system, and many other public and private four-year institutions.

Career Technical Education

Career Technical Education courses and programs that prepare students for immediate employment or job advancement.

General Education

General Education courses are designed to give breadth and coherence to the students' educational experience. General education is that part of a student's education that encompasses the common knowledge, appreciations, attitudes, and skills needed to become effective as an educated person in our society, including awareness, appreciation, and respect for diverse cultures. General education is complementary to, but different in emphasis and design from, specialized training for a job, a profession, or advanced study in a specific field of knowledge.

Basic Skills

Developmental courses are necessary for student success and retention. Basic skills courses are designed for students who are nearly college ready but exhibit skill deficiencies more than one level below freshman level English, math, or reading.

Learning Skills

Learning Skills courses are designed to assist students who have learning disabilities to succeed in programs of study offered by the College. Placement in these classes is preceded by individual diagnostic testing. An Individual Education Plan will be developed for each student.

Noncredit Classes

Noncredit courses are repeatable, free, and do not carry an enrollment fee. They focus on skill attainment rather than grades or units and are not affected by the 30 unit basic skills limitation. The skills covered in these classes range from elementary skill levels to pre-collegiate and can provide a bridge to other educational or career pathways.

The 300 level classes are designed to prepare students for credit programs, primarily through ESL and Basic Skills. The 400 level classes are designed to prepare students for employment, primarily through CTE preparation and certification. The 500 level classes are designed to provide educational opportunities for older adults, parents, and students in other areas of interest..

CABRILLO EXTENSION

The Cabrillo Extension Office provides fee-supported classes, Motorcycle Safety Training, online classes, special events, Corporate Training, and the scheduling of college facilities for community and college use.

Cabrillo Extension Classes

Approximately 750 fee-supported not-for-credit classes are offered to the public each year. They cover a full spectrum of topics for all age groups and are scheduled 12 months a year in convenient formats. The Cabrillo Extension publication lists these classes, lectures, and other special events. Class suggestions from the community are welcome. For information call (831) 479-6331 or visit www.cabrillo.edu/services/extension/.

Use of College Facilities by the Public

The College encourages the use of school facilities by public agencies and community organizations. Over 1,200 events per year are scheduled on the Cabrillo campus, and a comprehensive master calendar is maintained in the Cabrillo Extension Office. Both indoor and outdoor facilities are available. Organizations can receive scheduling and fee information by calling (831) 479-6332. For information on renting the Sesnon House, call (831) 479-6229. For information on renting the Performing Arts venues, call (831) 479-6146.

Corporate Training

Cabrillo College develops programs to meet the training and retraining needs of business, industry, government, and labor. We also offer meeting facilitation, coaching, and consulting services. For information call our hotline at (831) 477-5649 or go to the Corporate Training website at www.cabrillo-corporatetraining.org.

SMALL BUSINESS DEVELOPMENT CENTER

The Central Coast Small Business Development Center (SBDC) offers no cost business counseling, technical assistance, and referral services for businesses in Santa Cruz County. You do not need to be a Cabrillo College student to obtain services from the SBDC. The center also offers business-related seminars at no- or low cost. Counseling services available include business plan development, obtaining loans, marketing and sales, personnel management, financing, bookkeeping systems review, and financial analysis. Services are available in Spanish and English. For more information, call (831) 479-6136 or e-mail the center at sbdc@cabrillo.edu or at www.centralcoastsbdc.org. The SBDC is operated by Cabrillo College under contract with the U.S. Small Business Administration, and Humboldt State University.

DISTANCE EDUCATION

The Distance Education program offers students flexibility and access to Cabrillo College courses which can be taken either fully online, or partially online (hybrid). When you take an online class, you log in to a learning management system via the Internet to access and complete your class lectures, assignments, interactive activities, and tests to fulfill the course learning objectives. The same learning objectives and content are used for all Cabrillo classes whether they are online or on-campus.

As you contemplate whether online learning is for you, keep in mind that online courses may require more from you in terms of motivation, discipline, and time. Students can use their own computer or a campus lab computer to access and participate in online courses. Check the instructor's web directory page for additional information about how to access the course and whether one or more on-campus meetings are required. Online courses can be found on the Distance Education website at www.cabrillo.edu/services/disted. For more information, contact the Teaching and Learning Center at (831) 479-5030.

EVENING CLASSES

The evening program is an extension of the day program, paralleling day courses in college credit value, prerequisites, course content, and hours in class. Requirements for the associate degree are the same for evening students, day students, and weekend students. Counseling is available by appointment some evenings until 6:00 p.m. Information pertaining to evening classes may be obtained from Admissions & Records at (831) 479-6100.

SUMMER SESSION

Summer sessions supplement the primary college semesters of fall and spring. The courses scheduled are generally designed to meet basic course requirements and prerequisites and to provide occupational training for employment. Recent high school graduates may enroll in summer sessions for an early start in college work. Students who will be in high school during the academic year following the summer session may, with the consent of their high school principal or counselor and parent or guardian, enroll in college summer courses. There may be limitations on out-of-state students, who must meet the same residence qualifications of regular session students. All students are required to be assessed and attend the Cabrillo College orientation.

WATSONVILLE CENTER

The Watsonville Center is located at 318 Union St. in downtown Watsonville, next to the City Plaza. Classes offered include general education, Career Technical Education (CTE), and transfer level courses in many disciplines. Students may complete all general education requirements at the Center for an A.A./A.S. Degree, CTE certificate, or preparation for transfer. In addition, students may complete all requirements for the Associate Degree for Transfer in Business, the Skills Certificate in Human Services Generalist Practice, several Certificates of Achievement in Early Childhood Education and Construction/Energy Management, and certification as an Emergency Medical Technician. All college enrollment services may be accessed at the Center, as well as tutoring, counseling, financial aid, assessments, health services, library resources, computer labs, transfer and career information. Admissions & Records and Financial Aid are open Monday through Thursday, 9:00 a.m. to 6:00 p.m., and Friday 9:00 a.m. to 12:00 p.m. The main information number is (831) 786-4700.

INDIVIDUALIZED LEARNING

A variety of individualized learning programs are available for students. For information about individualized learning available on campus, contact the following departments:

- Biology Learning Center, Room 616, (831) 479-6286
- Aptos Computer Technology Center, Building 1400, (831) 477-5286
- Watsonville Computer Technology Center, Room WatA310, (831) 786-4703
- Library–Reference Desk, Building 1000, (831) 479-6163
- Math Learning Center, Room LRC1074, (831) 477-5696
- Reading Center, Room LRC1063, (831) 479-6573
- Writing Center, Room LRC1060, (831) 479-6319
- ESL Laboratory, Room LRC1060, (831) 479-5790
- STEM Center, Room 834 (no phone)
- Tutorial Center, Room LRC1080A, (831) 479-6470
- MESA Study Center, Room 834, in the STEM Center, (831) 479-6503
- Physics/Engineering Learning Center, Room 834, in the STEM Center (no phone)
- Computer Information Systems Lab, Room 834, in the STEM Center (no phone)
- Watsonville Integrated Learning Center, Room WatA210 (831) 786-4755

COOPERATIVE WORK EXPERIENCE EDUCATION (CWEE)

COOPERATIVE WORK EXPERIENCE EDUCATION COURSES

Cooperative Work Experience Education (CWEE) is an academic program in which students earn college credit for what they learn while working at paid jobs or as volunteers. Often, CWEE units will apply to the Associate Degree or certificate and/or can be transferred to 4-year California State Universities as elective credit.

Students, with the guidance of their work supervisor and CWEE instructor, set their own Learning Objectives, which they fulfill during the semester. Learning Objectives are the educational foundation of

the course and define what and how a student will learn on the job during the semester. By developing and achieving Learning Objectives, students are able to demonstrate to their supervisors their ability to learn and grow, and increase the student's value as an employee.

Students must work 75 hours (if paid) or 60 hours (if volunteer) over the semester for each unit attempted. Students whose work relates to one of the college's occupational disciplines can enroll in Occupational Work Experience for 1 to 4 units in one semester (Depending on Department). Students whose work does not relate to one of the Occupational disciplines can enroll in General Work Experience Education up to 4 units each semester. Students do not need to enroll in other courses in order to enroll in CWEE classes. Students must attend a course orientation to enroll for the course.

More information and an orientation schedule can be found online at <https://cabrillo.edu/academics/cwee/> or contact Matthew Weis, Internship and Work Experience Coordinator, at (831) 477-5650, or email: maweis@cabrillo.edu.

Cabrillo is excited to announce the launch of the new online internship posting and searching tool: mbinterns.org. This is the one-stop resource for students and employers to connect locally in the Monterey Bay Region.



NON-DISCRIMINATION POLICY

Cabrillo College does not discriminate on the basis of ethnicity, national origin, religion, age, gender, sexual orientation, race, or physical or mental disability, or any other protected status category in any of its policies, procedures, or practices. This nondiscrimination policy covers admission and access to, and treatment and employment in, the College's programs and activities, including vocational education programs. Limited English language skills will not be a barrier to admission to and participation in vocational education programs. To request more information about equal opportunity policies and the filing of complaints, contact:

Human Resources Director, Title IX Officer: (831) 479-6217

Victoria Lewis, ADA Coordinator: (831) 479-6406

Beth McKinnon, Section 504 Officer: (831) 479-6395

Human Resources Director, Director of Personnel and Human Resources

Staff Complaints: (831) 479-6217

Michelle Donohue, Dean, Student Services

Student Complaints: (831) 477-3584

The College recognizes its obligation to provide overall program accessibility for students with disabilities. Contact the Section 504 Coordinator to obtain information as to the existence and location of services, activities, and facilities that are accessible to and usable by persons with disabilities.

Inquiries regarding Federal laws and regulations concerning nondiscrimination in education or the College's compliance with those provisions may also be directed to:

Office for Civil Rights, San Francisco Office
U.S. Department of Education, Old Federal Building
50 Beale Street, Suite 7200, San Francisco, CA 94105
Phone: (415) 486-5555, Fax: (415) 486-5570
ocr_sanfrancisco@ed.gov

PLAN DE ACCION NO DISCRIMINATORIA

Cabrillo College no discrimina a base de identificación con grupos étnicos, nacionalidad de origen, religión, edad, sexo, raza, color, incapacidad mental o física ni orientación sexual en ninguna de sus reglamentaciones, procedimientos o prácticas. Este plan de acción no discriminatoria incluye la admisión y el acceso a los programas y actividades, y el tratamiento y el empleo en los mismos, incluyendo la educación vocacional. Tener limitadas destrezas en el idioma inglés no constituirá una barrera para ser admitido o participar en los programas de educación vocacional. Para solicitar más información acerca de nuestras reglamentaciones sobre oportunidad equitativa y para presentar quejas, comunicarse con:

Director/a de Recursos Humanos, Title IX Officer: (831) 479-6217

Victoria Lewis, Coordinadora de ADA: (831) 479-6406

Beth McKinnon, Oficial de la Sección 504: (831) 479-6395

Director/a de Recursos Humanos, (831) 479-6217

Michelle Donohue, Oficina de Asuntos Estudiantiles (Reclamos de estudiantes): (831) 477-3584

Cabrillo reconoce su obligación de proveer accesibilidad general a los programas para los estudiantes con incapacidades. Comuníquese con el Coordinador de la Sección 504 para obtener información sobre la existencia y la ubicación de servicios, actividades y edificios accesibles y para el uso de las personas con incapacidades.

Las preguntas sobre leyes y reglamentaciones federales concernientes a la no discriminación en educación o sobre el cumplimiento de Cabrillo con estas provisiones, pueden dirigirse también a:

Oficina de Derechos Civiles, San Francisco
Departamento de Educación de los EEUU Old Federal Building
50 Beale Street, Suite 7200, San Francisco, CA 94105
Phone: (415) 486-5555, Fax: (415) 486-5570
ocr_sanfrancisco@ed.gov

SEXUAL HARASSMENT POLICY

It is the policy of the Cabrillo Community College District to provide an educational, employment, and business environment free of unlawful and unwelcome sexual advances, requests for sexual favors, and other verbal, visual, or physical conduct of a sexual nature, made by someone from or in the workplace or in the educational setting constituting sexual harassment, as defined and otherwise prohibited by state and federal statutes.

For additional information regarding this policy and the procedures involved, contact Human Resources Director (complaints regarding staff): (831) 479-6217 or Michelle Donohue, Dean of Student Services, (831) 479-6525.

PLAN DE ACCION SOBRE ACOSO SEXUAL

Es el plan de acción del Distrito de Cabrillo Community College a proveer un ambiente de educación, de empleo y de negocios libres de avances sexuales no deseados, de sollicitaciones de favores sexuales y de cualquier otro tipo de conducta o comunicación verbal o física que constituya un hostigamiento sexual, según lo definen y lo prohíben los estatutos estatales o federales.

Para más información sobre este plan de acción y sobre los procedimientos al respecto, comuníquese con el/la Director/a de Recursos Humanos (831) 479-6217 o con Decano de Servicios Estudiantiles, (831) 479-6525.

DRUG-FREE CAMPUS POLICY

It is the policy of the Cabrillo Community College District to maintain a campus free of the possession, manufacture, use, or distribution of controlled substances as listed in the federal Drug-Free Schools and Communities Act (DFSCA), which includes, but is not limited to, alcohol, cannabis (marijuana/hashish), hallucinogens, cocaine/crack, amphetamines, and heroin. More information about Cabrillo's policies, procedures, and resources is available at www.cabrillo.edu.

SMOKE-FREE CAMPUS POLICY

It is the policy of the Cabrillo College Governing Board to promote a safe and healthy campus environment by reducing the health risks associated with smoking. To meet this obligation, Cabrillo College District has a smoke-free environment policy that covers all individuals on the Cabrillo College locations but not limited to students, faculty, staff, and visitors. This policy applies to all College buildings, vehicles, or facilities where College programs or services are provided (pursuant to Board Policy 3870).

THE CABRILLO COLLEGE FOUNDATION

The Cabrillo College Foundation's mission is to raise funds supplementary to public tax dollars for the support and benefit of Cabrillo College. Since 1962, the Cabrillo College Foundation has raised over \$59 million in private gifts to enhance Cabrillo's educational and community service programs.

Community members, college staff, faculty, and Cabrillo trustees serve on the foundation's 28 member board, representing all geographic areas of the community. The foundation board and supporters of Cabrillo College provide private support for scholarships, equipment, programs, and facilities.

The generous donations for the 2015-2016 academic year were over \$2.7 million for Cabrillo's programs from nearly 4,000 donors. In addition to numerous campaigns and initiatives each year, the Cabrillo College Foundation supports the following important programs detailed below.

The Cabrillo College Foundation has one of the largest scholarship programs in California for community college students and distributed 1,214 scholarships equaling \$1,533,863 to assist financially needy and academically promising students last year. The Foundation provides

meaningful support through the Women's Educational Success program which awards over \$63,000 annually in emergency cash grants, and the Cabrillo Advancement Program (CAP), a scholarship and support program designed to increase the academic success of high risk, low income students from local middle schools and high schools. Faculty and staff receive support through our Faculty Grants Innovation program, providing \$50,000 annually to enhance student learning. In addition, the Cabrillo College Foundation also provides support to over 186 college programs and departments. The Cabrillo College Foundation is a not for profit 501(C)(3) organization. The foundation is further classified as a public charity as described in sections 509(a)(1) and 170(b)(1)(A)(vi) of the Internal Revenue Code.

For more information:

Eileen Hill, Executive Director

Cabrillo College Foundation

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