

ABOUT THE COLLEGE

History

Cerro Coso Community College was established in 1973 as a separate college within the Kern Community College District. Cerro Coso Community College has five instructional sites (Eastern Sierra Centers in Bishop and Mammoth Lakes, Indian Wells Valley, Kern River Valley, and South Kern), which together form the largest geographical service area (18,000+ square miles) of any community college in California and which serve a population of approximately 85,000. A leader in online education, Cerro Coso Community College has been offering online courses since 1997 and offers 16 Associate degrees entirely online and as many as 160+ courses online each year, with approximately 180 sections per semester. Cerro Coso Community College is a member college of the Kern Community College District and is fully accredited by the Western Association of Schools and Colleges and approved by the University of California and the State Department of Education.

Values

At Cerro Coso Community College, we value:

- *Student learning* and student success in all areas of endeavor;
- *Creativity* and the implementation of best practices in a rapidly changing world;
- *Accountability* to our students for their learning experience, our communities for good

stewardship of public funds, and to each other through the participatory governance process;

- *Diversity* in our students, our communities, our environment, and our programs and services;
- *Our Communities* and the partnerships and relationships we build with them; and
- *Our Faculty and Staff* who turn the wheels of learning.

Vision

Cerro Coso Community College will be recognized as a leader in higher education, a source of programs and services for tomorrow's workforce, a model for student learning, and a partner with its diverse clientele and communities.

Mission

Our mission is to educate, innovate, inspire and serve. We demonstrate our commitment to student learning and accomplish our mission as we:

- *Educate* students who seek transfer for baccalaureate degrees, career and technical education, workforce training, college preparation, and lifelong learning;
- *Innovate* through our instructional processes, delivery systems, and business operations;
- *Inspire* our students to strive for excellence in achieving their aspirations, our employees to deliver

quality instruction and learning support, and our communities by supporting economic development and responding to their needs in a timely and professional manner; and

- *Serve* our clients and our communities with relevance, timeliness, and excellence.

Strategic Goals, 2010-2012

The Cerro Coso Community College Strategic Plan for 2010-2012 focuses on six strategic goals. These goals are:

1. Improve our response to community needs through customized educational opportunities, area workforce development, and quality student services.
2. Improve service to under-prepared students and increase their success rates.
3. Seek opportunities to enhance the development and use of resources.
4. Build upon our culture of accountability, responsibility, and civility amongst all stakeholders.
5. Identify and implement principles of effective communication in support of our mission.
6. Recruit, retain, and develop employees who uphold the Cerro Coso Community College culture of excellence.

These goals focus heavily on integrating the planning and improvement with assessment

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of our student learning outcomes and program review. Several of the initiatives and action items will serve to improve the manner in which the college serves its students, its communities, and its employees, and fulfills its mission.

Accreditation

Cerro Coso Community College is accredited by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges, 10 Commercial Boulevard, Suite 204, Novato, California, an institutional accrediting body recognized by the Commission on Recognition of Postsecondary Accreditation and the U.S. Department of Education. It meets all standards of the California State Department of Education. The college and its programs are also approved by the California Community College Board of Governors, the Board of Vocational Nursing and Psychiatric Technicians, and the California Department of Education for the enrollment of veterans. The University of California, the California State University System, and other universities and colleges give full credit for appropriate courses completed at Cerro Coso Community College.

Student Right-To-Know

In compliance with the Student Right-To-Know (SRTK) Act of 1990 (Public Law 101-542), it is the policy of the Kern Community College District and Cerro Coso Community College to make available its

completion and transfer rates to all current and prospective students. These rates are based on a limited cohort (or group) of students which are tracked for a three-year period. The cohort is limited because it includes only students who entered Cerro Coso Community College in the fall term as first-time, full-time students seeking a degree, certificate or transfer. Students included in the 2007 SRTK Cohort were tracked from Fall 2008 through Spring 2010 to determine their academic outcomes during the time period.

A student is included in the Completion Rate if they attained a certificate or degree or became “transfer prepared” within the three-year period. Transfer-prepared is defined as having completed 60 transferable units with a GPA of 2.0 or better.

A student is included in the Transfer Rate if, within the three-year tracking period, they transferred to another postsecondary institution prior to receiving a certificate or degree or becoming “transfer-prepared”.

The table below compares Cerro Coso Community College’s Completion and Transfer Rates to the statewide community college average.

	2007 SRTK Cohort	
	Cerro Coso	State Wide
Completion Rate	16.36%	24.42%
Transfer Rate	14.49%	15.24%

These rates do not represent the completion and transfer rates of the entire student population at Cerro Coso Community College,

nor do they account for student outcomes occurring after this three-year tracking period. For more information on SRTK methodology, interpretation, and rates at other community colleges, you can visit the College Chancellor’s Office website at <http://srtk.cccco.edu/>.

Equal Employment Opportunity Statement

In accordance with the requirements of the Civil Rights Act, Cerro Coso Community College provides services and benefits to students regardless of race, color, national origin, ancestry, gender, age, religion, marital status, medical condition, or disability. The lack of English language skills will not be a barrier to administration and participation in vocational education programs. (Title VI and VII of the Civil Rights Act of 1964, as amended; Title IX of the Education Amendments of 1972; and Section 503 and 504 of the Rehabilitation Act of 1973, as amended and the Americans with Disabilities Act of 1990.)

All persons have the right to seek admission to and complete an educational program at Cerro Coso Community College. Interference with students’ access and successful completion of their education by any person through unlawful discriminatory conduct will not be tolerated. The college will initiate disciplinary action against persons found to have interfered with a students’ education through any means of illegal or immoral intimidation. Kern Community College

District will afford reasonable accommodations for applicants and employees to enable qualified individuals to perform essential job functions. Students with disabilities will be accommodated to ensure accessibility and full participation in educational programs. To request reasonable accommodations, applicants and employees should contact the Human Resources Manager at (760) 384-6229. Students should contact the Special Services Office at (760) 384-6250.

Unlawful Discrimination

Inquiries regarding the equal opportunity policies, the filing of grievances, reasonable accommodation in employment, academic adjustments or auxiliary aids and services, or to request a copy of the grievance procedures covering discrimination complaints, may be directed to:

Vice President of Student Services Coordinator, Title IX (pertaining to gender equity, including sexual harassment)

Coordinator, Title VI and Section 504/ADA (pertaining to race, color, or national origin, and disability)

Cerro Coso Community College
3000 College Heights Blvd.
Ridgecrest, CA 93555
(760) 384-6249
(760) 384-6110 (TDD Only)

A complaint of alleged unlawful discrimination may be filed within one year of the alleged discrimination. For complaint forms or additional information, contact one of the following:

Human Resources Manager
Cerro Coso Community College
3000 College Heights Blvd.
Ridgecrest, CA 93555
(760) 384-6229
(760) 384-6110 (TDD Only)

Additional inquiries pertaining to federal, state, and local equal opportunity laws, and the governing board policies of Cerro Coso Community College or Kern Community College District (KCCD Board Policy Section 11-D) may be directed to the following office:

Vice-Chancellor
Kern Community College District
2100 Chester Avenue
Bakersfield, CA 93301
(661) 336-5140

Declaración De Igualdad De Oportunidad

De acuerdo con los requisitos de la acta de derechos civiles, Cerro Coso Community College provee servicios y beneficios a todos estudiantes sin impedimento de raza, color, origen nacional, ancestría, género, edad, religión, estado civil, condición marital, o impedimento. La falta de capacidad de hablar inglés no ser un obstáculo par la admisión vocacionales. (Título VI y VII del Acto Civilde Derechos Civiles de 1974; Titulo IX de los Enmiendas de Educación de 1972; las Secciones 503 y 504 del Acto de Rehabilitacion del 1973, como modificado.)

Toda persona tiene el derecho de solicitar admisión y completar un programa educativo en Cerro Coso Community College. No se tolerada interferencia alguna con el acceso y termino exitoso de su educación a ninguna

persona o estudiante por medio de conducta discriminatoria ilegal. El colegio iniciara acción disciplinarian contra las personas que sean descubiertas interfiriendo con la educación de los estudiantes por medio de cualquier forma de intimidación ilegal o inmoral.

Discriminación Ilegal

Para mayor información acerca de la política de igualdad de oportunidades, la presentación de una queja, las instalaciones adecuadas en el empleo, los ajustes académicos o los servicios y ayudas auxiliares, o para pedir una copia de los procedimientos de quejas relativas a la discriminación, pueden dirigirse a:

Vice Presidente de los Servicios del Estudiante
Coordinadora del Título IX (relativo al sexo)
Coordinadora del Título VI y Sección 504/ADA (relativos a raza, color, nacionalidad o discapacidades).

Cerro Coso Community College
3000 College Heights Blvd
Ridgecrest, CA 93555
(760) 384-6249
(760) 384-6110 (TDD Only)

Una queja de discriminación ilegal supuesta se puede ser registrada dentro del termino de un ano de ocurrida la supuesta discriminación. Para obtener formas de quejas o información adicional usted puede ponerse en contacto con la siguiente persona:

Human Resources Manager
Cerro Coso Community College
3000 College Heights Blvd.
Ridgecrest, CA 93555
(760) 384-6229
(760) 384-6110 (TDD Only)

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Para preguntas adicionales referente a las leyes acción afirmativa y igualdad de oportunidad, ya sean al nivel federal, estatal, o local, y referente a la política del consejo de gobierno de Cerro Coso Community College o del Distrito Escolar de la Comunidad de Kern, puede ponerse en contacto con siguiente oficina:

Vice-Chancellor, Human Services
 Kern Community College District
 2100 Chester Avenue
 Bakersfield, CA 93301
 (661) 336-5140

Students With Disabilities

Cerro Coso Community College will make reasonable accommodations and/or academic adjustments to ensure that students with disabilities have an equal opportunity to participate in the college's courses, programs, and activities, including extracurricular activities. Students with disabilities who are requesting academic accommodations or auxiliary aids should contact the Special Services Office at (760) 384-6250. Participation by students with disabilities in Special Services is voluntary. Any student choosing not to participate in the program may elect an alternate path for services through the Office of

Student Learning. See the Vice President of Student Services for options or alternatives to services otherwise provided by the Special Services Office.

Confidentiality Of Student Records

Student records are protected by the Family Educational Rights and Privacy Act, state law, and Kern Community College District Board Policy from access by casual or unauthorized persons. Access to records is provided to the student, appropriate college staff members, persons having written consent of the student, or by court order or subpoena.

The Privacy Act affords Cerro Coso Community College the right to release such "Directory Information" as the student's name, address, e-mail address, photographs, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended. If a student does not want this information released, the student must check the confidentiality requested box on the admission/update forms.

Present and former Cerro Coso Community College students are given the right to inspect, review, and challenge the contents of all educational records related to them. No information contained in their educational records may be released without their consent, except to those agencies or individuals authorized by the Act.

Students wishing to inspect, review, or challenge any of their educational records must contact Admissions and Records (760) 384-6357.

Policy Concerning Sexual Harassment

Cerro Coso Community College is fully committed to all federal, state, and local human rights and equal opportunity laws. Title VII of the Civil Rights Act of 1964, amended 1991, and Title IX of the Educational Amendments of 1972 are strictly enforced. This legislation specifically prohibits sexual discrimination in employment, and educational programs and services respectively.

Students have the right to gain access to and complete an educational program at Cerro Coso Community College. Interference with students' admission to and successful completion of their education by any person through unlawful sexual conduct will not be tolerated. The college will initiate disciplinary action against persons found to have interfered with a student's education through any means of sexual harassment or intimidation.

