



# **“Grow Your Own” Leadership Succession Program**



## ***Executive Report*** **July 17, 2012**

*Presented at*  
**Board of Trustees’ Regular Meeting  
Class (III) Graduation**

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## PROGRAM DESCRIPTION

*Hosts:* Elihu M. Harris, Chancellor (Class I and Class II); and  
Wise E. Allen, Interim Chancellor (Class III)

*Coordinator:* Thuy Thi Nguyen,  
General Counsel/then-District-wide Strategic Planning Manager

### **Goal and Objectives:**

- ✓ The Leadership Succession Program provides leadership and operational skills' development for promising, future administrators to serve as College Presidents, Vice Presidents, Deans, Chancellor, and Vice Chancellors in the long-term.
- ✓ The program participants also become "agents of institutional change."
- ✓ All candidates successfully completing the program may be guaranteed an interview for any qualified administrative position one step higher than their current position at Peralta Community College District. (The General Counsel is developing a Board Policy to reflect this.)
- ✓ Participants shall not be absent for more than 4 sessions, excused or unexcused. All absences must be excused by the Chancellor.
- ✓ This is a voluntary, one-year program. Classified and confidential employees will be provided time during working hours to attend all class sessions.
- ✓ Class elects Class Officers (President and Vice President).

### **Recruitment and Selection**

- ✓ The General Counsel advertises the program and seeks nominations and self-nominations via a flyer.
- ✓ College Presidents and Vice Chancellors also nominate candidates.
- ✓ The Chancellor, with assistance from the Strategic Management Team (College Presidents and Vice Chancellors), makes the final decision.
- ✓ Class (I)
  - 59 nominees submitted their names for selection.
  - 15 candidates were selected, representing managers, faculty, and classified staff from all four colleges and district service centers. Other diversity factors such as race and gender were also considered when selecting the candidates.
  - 11 graduated in October 2008.
  - 6 were promoted to management or higher management positions.
- ✓ Class (II)
  - 19 candidates were selected, representing managers, faculty, and classified staff from all four colleges and district service centers. Other diversity factors such as race and gender were also considered when selecting the candidates.
  - 16 graduated in 2010.
  - 2 were promoted to management or higher management positions.
- ✓ Class (III)

- 13 candidates were selected, representing managers, faculty (full-time and part-time), and classified staff from all four colleges and district service centers. Other diversity factors such as race and gender were also considered when selecting the candidates.
- 10 graduated in July 2012
- 1 was promoted to management by graduation time.

### **Mentorship**

- ✓ Each participant receives one mentor whom the participant would most likely succeed.
- ✓ The participant shadows the mentor at a professional event, conference presentation, staff meeting, and/or a Board presentation.

### **Monthly Brown Bag Luncheon**

- ✓ 1 ½ hour sessions on a specific leadership or operational topic
- ✓ Every third Friday of the month

### **Field Trips / Site Visits**

- ✓ State Chancellor's Office – A Day in Sacramento
- ✓ Community College League of California

### **Leadership Development**

- ✓ Class (I) and Class (II) also participated in Managers' College, an in-service professional development program for current managers. Class (II) participated in conference with Dr. Vincente Tinto at Merritt College.

### **Provide Outside Resources**

- ✓ The District successfully established a Peralta cohort Ed.D. program partnered with Argosy University, which began in Summer 2008 with members and non-members of the Leadership Succession Class. Classes are conducted at the Peralta Community College District.

**Leadership Class I Roster**

	<b>Name</b>	<b>Site</b>	<b>Job Classification</b>
1	Tae-Soon Park	Merritt College	Faculty
2	Ikhbold Odnamar	Berkeley City College	Classified
3	Terry Tricomi	Berkeley City College	Confidential
4	Maurice A. Jones	College of Alameda	Manager
5	David Betts	District	Confidential
6	Roxanne Epstein	District	Confidential
7	Robert Brem	College of Alameda	Faculty
8	Inger Stark	Laney College	Faculty
9	Teresa Williams-Drame	Merritt College	Faculty
10	Lilia Celhay	College of Alameda	Classified
11	Wyman Fong	District	Manager

## **Leadership Class I Mentors**

1. Tom Smith, Vice Chancellor for Finance and Administration
2. Wise Allen, Acting Vice Chancellor for Educational Services
3. Sadiq Ikharo, Vice Chancellor for General Services
4. Alton Jelks, Special Assistant to the Chancellor
5. Rebecca Kenney, Divisional Dean, Merritt College
6. Frank Chong, President, Laney College
7. Jannett Jackson, Vice President, College of Alameda
8. Debbie Budd, Acting Associate Vice Chancellor
9. Elihu Harris, Chancellor
10. Gary Yee, then-Acting Vice Chancellor for Educational Services
11. Bobby Adams, President, Merritt College
12. Eliñora Webb, Vice President of Instruction

**Leadership Succession Class I**  
**at the State Capitol in January 2008**



Pictured: Ikhbold Odnamar, Teresa Williams-Drame, Alton Jelks, Chancellor Elihu Harris, David Betts, President Bobby Adams, Tae-Soon Park, and Roxanne Epstein.

**PERALTA COMMUNITY COLLEGE DISTRICT'S  
"GROW YOUR OWN" LEADERSHIP SUCCESSION PROGRAM  
CURRICULUM: CLASS SCHEDULE 2007-2008**

*September 21, 2007*

"Leadership Succession Program Vision" with Chancellor Harris, Alton Jelks, and Thuy Thi Nguyen

*October 19, 2007*

"History of Peralta and How I became a College President or Dean" with Dr. George Herring, and Dr. Elaine Chen-Ramirez

*November 16, 2007*

"Budget 101 - key stages of budgeting; community college budgeting jargon" with Vice Chancellor for Finance and Administration Thomas Smith, and Berkeley City College President Wise Allen

*December 21, 2007*

"Accreditation 101"

Panel: Acting Vice Chancellor for Ed Services Gary Yee  
District Academic Senate President Joseph Bielanski  
Incoming BCC President Betty Inclan

*January 24, 2008*

"Visit to Sacramento"

Community College League of Sacramento  
California Legislature

*February 8, 2008*

"Exercise on Budget Cutting"

Presenter: Vice Chancellor for Finance and Administration Tom Smith

*April 18, 2008*

"Building a schedule – a practical drill" with Acting Vice Chancellor for Educational Services Wise Allen

*May 23, 2008*

Mentor / Mentorship Luncheon

*June 20, 2008*

"How to Facilitate Meetings" with Strategic Planning Consultant Paul Downs

*July 18, 2008*

"Public Administration, 101" with Special Assistant to the Chancellor Alton Jelks

September 19, 2008 (all-day workshop session)

Start	End	Topic	Speakers
8:00 a.m.	8:30 a.m.	Breakfast and Comments from the Chancellor	<i>Chancellor Elihu Harris</i> and <i>Wyman M. Fong, Elected Class President</i>
8:30 a.m.	9:45 a.m.	<b>Panel of Human Resources Administrators</b> Introductions, Personnel and open questions from the floor	<i>Tina Miller</i> , Human Resources Manager, Ohlone College <i>Linda Beam</i> , Executive Dean of Human Resources, College of Marin <i>Wyman M. Fong</i> , Director of Human Resources, PCCD
9:45	10:00	BREAK	
10 a.m.	11 a.m.	<b>Union Panel</b> Introductions, Unionism and Contract Compliance and open questions from the floor	<i>Debby Weintraub</i> , President, Peralta Federation of Teachers <i>Helena Lengel</i> , Service Employees International Union, SEIU Steward <i>Christine Williams</i> , International Union of Operating Engineers, Local 39 Laney Steward
11 a.m.	12 Noon	Building our Network; Sharing our experiences and helping one another.	Group Discussion <u>for the Class Only</u> : Moderators: <i>Terry Tricomi</i> and <i>David Betts</i>
12 Noon	12:45	Working Lunch – Reputation and Longevity	<i>Dr. George Herring</i> , President, College of Alameda and former Senior Vice Chancellor of Finance and Administration, District Office.
12:45	3:30	Handling Difficult Conversations as a Fundamental Leadership Skill	<i>Minh Le</i> , President and Co-Founder, The Wilford Jarvis Institute
3:30	3:45	Break	
3:45	5:00	Class Assessment and Recommendations for the new cohort	Class Participants and Alton Jelks, Associate Vice Chancellor/Special Assistant to the Chancellor

## *Attention Peralta Employees*

Do you have, or know someone who has, the following characteristics?

- ✓ Demand and display excellence
- ✓ Earn and give trust and respect
- ✓ Transform visions into accomplishments
- ✓ Enable and empower colleagues to develop and express their highest capacities
- ✓ Able to build and use strong teams
- ✓ Enjoy solving problems
- ✓ Emotionally intelligent
- ✓ Believe Peralta and community colleges, in general, can positively transform students and communities and would like to part of such endeavor.

If so, then the Chancellor invites you to be in the first class of a Leadership Succession Program at Peralta.

What will a participant do?



- Attend monthly brown-bag discussions on various operations of community colleges.
- Go on trips to the State Chancellor's Office and the Community College League.
- Receive personalized leadership development coaching.

Email your nominations (or self-nomination) to Thuy Thi Nguyen at [ttnguyen@peralta.edu](mailto:ttnguyen@peralta.edu) by July 18, 2007



This voluntary, two-year program is open to all Regular, Full-time, Faculty, Classified, Confidential and Management employees. There is no monetary compensation, but employees will receive a certificate of completion. The first class will consist of 8-12 participants selected by the Chancellor. The first class will also help further develop the program for succeeding classes. Program will start August 2007. Peralta, like many similar organizations, is experiencing the first wave of massive retirements that is affecting all levels of leadership positions in the next 10 years: Chancellors, Vice Chancellors, Presidents, Vice Presidents, Deans, and Directors. Peralta launches this program with the goal of “growing our own” leaders.

Questions? Contact Thuy Thi Nguyen, General Counsel/District-wide Strategic Planning Manager at (510) 466-7240 / [ttnguyen@peralta.edu](mailto:ttnguyen@peralta.edu).

## **Leadership Succession Program Participants' Biographies**

### **David Betts**

David Betts currently serves as a Human Resources Analyst, and has been with the District for four years. He came to Peralta after serving as an Administrative Analyst in Human Resources at the UC Office of the President in downtown Oakland. Other positions he has held include Licensed Financial Advisor (American Express) and Marketing Coordinator. He also served for fifteen years in the United States Army in Military Intelligence as a Linguist after completing programs in Czech and Arabic at the Defense Language Institute Foreign Language Center in Monterey, California. He graduated from Excelsior College with a Bachelor's degree in Liberal Studies. He also serves on a number of Boards. David is pursuing a Masters in Public Administration at CSU East Bay. This Fall, he joined the Business Department at Laney College as an adjunct instructor

### **Robert Brem**

Robert Brem teaches "politics" and Psychology at College of Alameda (and of public administration at California State University East Bay in the MPA program). His professional experience dates from 1980 and includes: teaching at multiple colleges and universities; program evaluation research and organizational management; public speaking and radio and television; clinical practice, supervision, and training.

Robert holds multiple degrees in politics and counseling with completed doctoral coursework in public administration from Arizona State University. He is a National Certified Counselor and Arizona Licensed Professional Counselor and holds a certificate in Non-Profit Management. He is a Futurist, political theorist, and organizational consultant.

Robert is a founding member of the "Nomad Philosophers" -- a subgroup of the Public Administration Theory Network and the American Society for Public Administration. As such, he is dedicated to the study of complex systems perspectives of modern socio-political problems, civic engagement, and community leadership and development. He is co-chair of Peralta Green Curriculum committee and is chair of Curriculum at COA.

### **Lilia Celhay**

Lilia Celhay is currently the site manager at the Alameda One-Stop Career Center at the College of Alameda. She has over 10 years of experience in an academic environment both at Peralta and Cal State East Bay, working as an outreach coordinator, enrollment counselor, and as an ESL and Digital Bridge Academy instructor. Prior to working in higher education, Lilia worked as a project manager at Geoworks, a wireless technology company, where she designed and created websites and interfaces for cellular devices, and as an advertising manager for Age Wave Communications. She earned a B.A. in

mass communications and a M.S. in educational technology from Cal State East Bay. She also holds two certificates in TESOL. Recently, she formed part of the first cohort of the Leadership Succession Program, a program designed to develop future leaders at Peralta.

### **Roxanne Epstein**

Roxanne Epstein is a native of Oakland, and an Oakland public school graduate. She holds a B.A. in Psychology and Political Science from the University of California, Berkeley, and a J.D. from Golden Gate University. She entered Peralta holding the position of Assistant to the General Counsel, and now holds the position of Assistant to the Chancellor/Board Clerk. She serves on Peralta's District emergency response team, and has helped to develop the Master Calendar. Past jobs include working for U.C. Hastings College of the Law, and practicing law in a general practice. She is happily married with four kids and a fish tank.

### **Wyman Fong**

Wyman M. Fong currently serves as Director of Human Resources for the Peralta Community College District. Mr. Fong graduated from California State East Bay with a degree in Ethnic Studies (African-American Studies emphasis) and minor in Sociology. He has also taken many leadership classes for certification.

Since the Leadership Succession Cohort Program, Wyman has further engaged himself in the educational/HR network:

- Elected by his colleagues as Chairperson of the Bay 10 California Community Colleges Chief Human Resources Officers Association (B10-ACHRO) for 2007/2008 and 2008/2009.
- Elected Board Member for the National Association of Asians and Pacific Americans in Higher Education (APAHE).
- Elected as Class President of Peralta's First Leadership Succession Program Cohort.
- Serve as Planning Committee member for Training and Development for the Statewide Association of Chief Human Resources Officers (ACHRO) for 2007 and 2008.
- Pursuit of MA in Asian American Studies at San Francisco State University.
- Continued to serve as a guest lecturer and mentor on a voluntary basis for various institutions and organizations.
- Plan to pursue Officer slate for the Statewide Association of Chief Human Resources Officers for next FY.

### **Maurice A. Jones**

Maurice Jones is a Bay Area native. He was educated in the United States, Europe, Latin America, and North Africa, and he received both his undergraduate (Spanish and Latin American Studies) and graduate (Comparative Literature) degrees from U.C. Berkeley. Maurice is an accomplished linguist and translator; he speaks, reads, and writes Arabic,

French, Italian, Portuguese, and Spanish. In 1997, Maurice joined the Peralta family as an adjunct instructor of English at the College of Alameda. In 1999, College of Alameda hired Maurice as a contract instructor and granted him tenure in 2003. In 2004, Maurice became the President of the Academic Senate, and he served in that office until 2005, when the Peralta Board of Trustees appointed him as the Dean of Division II at College of Alameda.

### **Ikhbold Odnamar**

Born and raised in Mongolia, she received her bachelor's degree in accounting in 1995, and began her career in mining industry as a marketing specialist at Mongolian-Russian joint venture, Erdenet Mining Corporation. Ikhbold received an MBA from the University of Colorado at Denver in 2000. Following graduation, she worked as an operations accountant for two years at MarkWest Hydrocarbon Inc. in Denver, CO. Prior to joining Peralta as a Staff Services Specialist, Ikhbold served two years in the U.S. Army with 177<sup>th</sup> Finance Battalion in South Korea. Ikhbold is married and has three sons.

### **Tae-Soon Park**

Tae-Soon has worked as a Math Instructor, Grant coordinator, and Administrator for more than 30 years, fourteen (14) of which have been at Merritt College. She obtained her Ph.D. in Mathematics from Oregon State University. She has worked at University of Nevada at Reno, Cabrillo College, National Hispanic University, and De Anza College. Since 1995, she has been teaching Mathematics at Merritt College.

I obtained my Ph.D. from Oregon State University in Mathematics. I have worked at University of Nevada at Reno, Cabrillo College, National Hispanic University, and De Anza College.

And since 1995, I have been teaching Mathematics at Merritt College.

Some of her experiences are as follows:

- Was a High school Math teacher.
- Organized and participated in multiple Math and Science Convocations for pre-college students.
- Developed a Mathematics degree program to meet the needs of under prepared students under Federal grants.
- Taught all levels of Math courses at various Colleges/Universities.
- Was responsible for the monitoring and management of Federal grants.
- Performed duties in an Academic Affairs position (equivalent to Dean position) and Department Chair.
- Served both the District Academic Senate and the Merritt Faculty Senate as Treasurer, Vice President.
- Serve on the Merritt Faculty Senate.
- Served the Peralta Federation of Teachers (PFT) as Diversity Committee Chair.
- Serve as Vice President and Bookkeeper of PFT.

- Serve as the Tenure Facilitator at Merritt College.
- Serve on the Budget Committee, College Council, the Scholarship Committee, Council of Department Chairs and Program Directors as Vice Chair at Merritt College, and Group of Advising Faculty at the District office.
- Served on the District Budget Committee, Council on Instruction, Planning and Development, and Curriculum and Instructional Council at Merritt College.

### **Inger Stark**

Inger Stark is a Bay Area native. She received her BA degree from UC Davis in 1996, her MA degree from UC Santa Cruz in 1999, and her PhD from UC Santa Cruz in 2008. Prior to working at Peralta, Inger taught part time at DeAnza College and Columbia Community College. Before pursuing a teaching career, Inger worked in the non-profit sector, most recently as the Executive Director of a Women's Crisis Support Center. Inger is currently an Instructor in Sociology at Laney College and co-chair of the Social Science Departmental Cluster. In addition, Inger is involved in a number of campus and district projects and committees, among them are the Self Study, SPPAC, and the district's and college's BACs.

### **Terry Tricomi**

Terry Tricomi spent eight years in Costa Rica managing a sports fishing resort; she worked as a legal secretary and law office manager for another eight years before coming to Peralta. She has a masters' degree in Public Administration from Cal State East Bay and a Master of Fine Arts degree from Mills College. She is the executive assistant to the president at Berkeley City College and teaches English 1B and critical thinking there. Recently, she has begun coursework in Argosy's Peralta doctoral cohort.

## **Leadership Succession Program Participants' Comments On The Benefits Of The Program**

### **Robert Brem**

The Leadership succession program has given me a deeper insight into how the modern California community college system and Peralta in particular operate. It has given me more respect for the multiple realities of administrative and leadership challenges we all face.

### **Lilia Celhay**

Last year, when I received the announcement for the Leadership Succession Program, I thought it was a serendipitous opportunity I could not pass. Having had an interest in professional growth, and developing my leadership skills, I thought the program would be an excellent learning experience. Shortly after, I began working on my letter of interest and then submitted my application packet with the hope of being accepted. When I found out I was chosen to be part of the first cohort, I felt honored and was very excited. I looked forward to being exposed to new ideas, learning from experienced administrators, meeting the cohort participants, and contributing to the goals and objectives of the program.

Being part of the Leadership Succession Program has given me a better understanding of the opportunities and challenges at Peralta, the complexity of the role of an administrator, and the necessary skills to lead effectively. It has also given me more appreciation of the herculean efforts that administrators put forth in completing projects and ensuring their areas operate efficiently. Another benefit was the mentorship component. For a long time, I had been interested in finding a mentor who would share his/her expertise in administration and Peralta, so I really appreciated the opportunity of being mentored by Dr. Wise Allen, someone whom I deeply admired and hope to emulate. The program also gave me a chance to meet and network with other Peraltans who were part of this cohort. The class sessions fostered collaboration, camaraderie and communication among its members. As a result of our participation in this program, we have formed a professional learning community, and we plan to continue meeting and sharing information after our graduation. The class presentations provided exposure to interesting topics, and they allowed me to learn more about various subjects, including public administration, budget, human resources, communication skills, union issues, and effective leadership models.

One of the goals of the Leadership Succession Program was for its members to become "agents of institutional change." Although change can be a complex concept and difficult to implement, the experience I had in this program has inspired me to focus on the potential and the many possibilities to innovate in my area. This program would not have been possible without the leadership, commitment, planning and organizational skills of its creators. I would like to express my gratitude to Chancellor Harris, General Counsel Nguyen, Alton Jelks, Wyman Fong, the members of the first cohort, and all those who contributed to the development and implementation of the program. I can sincerely say that I benefited from being a student in the cohort and would recommend it to anyone

who is interested in developing leadership skills. The only disappointment for me was that the year went too quickly.

### **Roxanne Epstein**

I would like to thank the Chancellor and SMT for the unique experience to have an in-depth look into the workings of Peralta. Thank you to Alton and Thuy for their tireless efforts to schedule informative speakers and monthly programs, and to class President Wyman for scheduling the all-day workshop. I am thankful to the Leadership Succession class members for sharing their unique perspectives and experiences which help me in my work, and I am grateful for the close working relationships we have formed. I am grateful to my mentor, Dr. Webb, for her constant support and advice. Thank you to all of our fabulous speakers who put so much time and thought into their presentations, and each of whom are wonderful leaders and role models. I am proud to work for Peralta, delegated with the vital cause to help to educate our community, and the program has made me more committed to Peralta's mission. During the program, I met my professional goal of assuming a management position at Peralta. The program has helped me to see both the big picture of how Peralta works, as well as the fine details in Peralta's operations. I will continue to use the invaluable information and tips from the program throughout my career at Peralta, and I hope to build upon the professional relationships we have formed.

### **Wyman Fong**

I am truly honored to have been selected to be a participant of this innovative program. The program has enforced and detailed the concepts and requirements of day-to-day management to the ingredients of being a leader. Of critical importance, the program provided affirmation towards the importance of "growing from within." The 1<sup>st</sup> Cohort is an extraordinary group of talent to be fully unleashed and I am very proud to be a part of this group. Lastly, I am thankful to the individuals who have taken time to organize this endeavor and those who took time from their busy schedules to participate and contribute in the development of others.

### **Tae-Soon Park**

I would like to take this opportunity to thank you for giving me a chance to participate in the Leadership Succession program.

I wish that the program could have lasted longer so I could spend more time with my mentor. I feel that this is the beginning of networking among ourselves and hope that it continues in the future.

I will continue to learn how to handle hard decisions that affect all of us and strive to bring positive outcomes from any given situation.

The field trip to Sacramento was very useful to me. It was my first time being inside of the State Capital building and meeting with legislators.

Also, I would like to thank the Chancellor for giving us chances to attend the Managers'

College.

I enjoyed the College/District Service Centers group meeting to identify and integrate objectives for performance and better communications.

### **Terry Tricomi**

As to the leadership succession program, it has helped me to know a variety of people in the organization and to understand the functions of the district office in more depth.

### **Teresa Williams**

The Peralta Community College District's Leadership Academy has helped me understand the political and bureaucratic structure of the Peralta Community College District. I *now* understand why institutional change does not happen quickly but gradually. I've learned that a bureaucratic leader, through patience and guidance, *solicits the support* of people within the bureaucracy to do their jobs in efficient ways that benefit the whole bureaucracy. I've learned that this solicitation requires a multitude of *political tactics* to achieve these goals. I have learned that the *primary goal* of our bureaucracy is to collect, disseminate, and process data to send to another bureaucracy to obtain funds to run our bureaucracy. I understand that by completing the bureaucratic goals of the district and college administration, instructors and staff are inundated with requests for data and these requests can overwhelm them and steer them away from their primary goal, which is the education of students.

As a future leader, the leadership academy has given me the courage to question the function, efficiency, and structure of our educational bureaucracy. As a result of my positive experiences in the Leadership Academy, this Fall I entered the Doctor of Education in Educational Leadership program at San Francisco State University. My dissertation topic will focus on institution and bureaucratic change within the Peralta Community College District.

## Leadership Class II Roster - Graduates

<b>Name</b>	<b>Site</b>	<b>Position</b>
Mildred Lewis mlewis@peralta.edu	Laney	CARE Coordinator/Adjunct Faculty
Lynn Sandoval-Rex lrex@peralta.edu	COA	Learning Specialist/Faculty
Benita Baines bbaines@peralta.edu	Laney	CalWORKS Prog Director/Faculty
Stacy Thompson sthompson@peralta.edu	Merritt	Interim Dean/Faculty
Paula M. Coil pcoil@peralta.edu	BCC	Transfer & Career Information Center Coordinator/Classified
Natasha Spivey nspivey@peralta.edu	District	Human Resource Analyst/Classified
Ramona F. Butler rbutler@peralta.edu	BCC	Secretary/Classified
Doris Hankins dhankins@peralta.edu	Merritt	Staff Assistant/Classified
Ayele Lemma alemma@peraltal.ed	BCC	EOPS/CARE Coordinator
Jonathan Adam Olkowski jolkowski@peralta.edu	District	Sr. Network Coordinator
David Reed dreed@peralta.edu	Laney	Outreach Specialist/Classified
Horace Graham hgraham@peralta.edu	Merritt	Program Specialist/Classified
Doris Kogo dkogo@peralta.edu	District	Staff Assistant/Classified
Michelle Lenh mlenh@peralta.edu	District	Payroll Coordinator/Classified
Vincent Koo vkoo@peralta.edu	BCC	Network Coordinator/Classified
Helena Lengel hlengel@peralta.edu	COA	Science Lab Tech/Biology/Classified

## Leadership Class II at the State Capitol – July 2009



A conversation with California Community Colleges Chancellor Jack Scott and Community College League of California's President and Chief Executive Officer Scott Lay

## Leadership Class II Mentors' List

### **Mentor**

1. Debbie Budd, Associate Vice Chancellor of Academic Affairs
2. Peter Simon, Divisional Dean, College of Alameda
3. Frank Chong, President, Laney College
4. Kerry Compton, Vice President of Student Services, College of Alameda
5. Robert Adams, President, Merritt College
6. Wise Allen, Vice Chancellor of Educational Services
7. Tom Smith, Vice Chancellor of Finance and Administration
8. Linda Berry, Vice President of Instruction, Merritt College
9. Elnora Webb, Vice President of Instruction, Laney College
10. Alton Jelks, Associate Vice Chancellor/Special Assistant to the Chancellor
11. Inger Stark, Faculty, Laney College (Leadership Class I)
12. Marco Menendez, Divisional Dean, Laney College
13. George Herring, President, College of Alameda
14. Sadiq Ikharo, Vice Chancellor of General Services
15. Connie Willis, Business and Administrative Manager, College of Alameda
16. Linda Sanford, Divisional Dean, Laney College
17. Michael Orkin, Divisional Dean, Laney College
18. Elihu Harris, Chancellor

**PERALTA COMMUNITY COLLEGE DISTRICT'S  
"GROW YOUR OWN" LEADERSHIP SUCCESSION PROGRAM  
CURRICULUM: CLASS II CLASS SCHEDULE**

*November:*

"Vice Chancellor for Educational Services and its role" by Dr. Wise Allen

*December:*

"Accreditation 101" by Associate Vice Chancellor Debbie Budd, Chancellor Harris, and District-Wide Strategic Planning Manager/General Counsel Thuy Thi Nguyen

*January:*

"An Exercise in Budget-Cutting" by Tom Smith, Vice Chancellor for Finance and Administration

*February:*

"District-wide Strategic Plan" by District-wide Strategic Planning Manager/General Counsel Thuy Nguyen

*March:*

"Labor Negotiation" by Tom Smith, Vice Chancellor for Finance and Administration and Vitus Leung, labor negotiator consultant

*April:*

"Public Administration 101" by Special Assistant to the Chancellor Alton Jelks

*May:*

"How to Facilitate a Meeting" by Paul Downs, facilitation consultant

*June:*

Mentor-mentees luncheon

*July:*

Trip to Sacramento; and "Innovation in the Public Sector" by Special Assistant to the Chancellor Alton Jelks

*September:*

"Collective Bargaining and Unions" by Representatives from Peralta Federation of Teachers, SEIU Local 1021, and Local 39.

*October:*

"The Financial Aid Crisis-- Lessons Learned" Associate Vice Chancellor Jim Bracey and Chief Information Officer Minh Lam

*All-Day Workshop:*

**February 19, 2010  
9:00 a.m. to 3:00 p.m.  
Claremont Country Club  
5295 Broadway Terrace  
Oakland, CA  
(510) 653-6789**

**AGENDA:**

- Opening Session** Continental Breakfast  
Introductions – Chancellor Harris
- 9 am – 12 noon Minh Le – Energy Management Program
- 12 – 1:45pm Lunch
- Noon Speaker** Q & A Chancellors  
Dr. Helen Benjamin – Contra Costa CCD  
Mr. Ron Galatolo – San Mateo CCD  
Dr. Joel Kinnamon - Chabot – Las Positas CCD
- 1:45 pm–2:30pm Break
- 2:00 pm–2:30pm. Mr. Patrick McCallum, McCallum Group, Inc.  
Legislative Advocate
- 2:30 pm – 3pm Closing Remarks Chancellor Harris

## **LEADERSHIP SUCCESSION CLASS II CLASS BIOGRAPHIES**

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### **BENITA BAINES**

I am a native of Oakland, California, the first born of three raised in a two-parent home and the first in my family to obtain a college degree. I am an alumnus of Castlemont High School in Oakland, CA and CSU, Stanislaus in Turlock, CA. In addition to my high school diploma bearing honors for high academic achievement within the top ten of my graduating class. I've earned a Bachelor's of Arts in Sociology with a concentration in Human Services, as well as, a Minor Degree in Criminal Justice with emphasis in Corrections and a Masters of Public Policy and Administration with an emphasis in Human Services and Urban Planning & Development. I have more than twelve years of professional experience in program and community development within the private and public sector. I have an excellent track record for successfully coordinating and administrating educational and human service programs, as well as, a phenomenal background in working with diverse groups to provide educational, employment, housing and social services. I place high value on education, self-development and diversity with a genuine interest in the welfare of people. I am a leader, a diplomat, a motivator, a creator, an organizer and a team player. I am proactive in serving as a positive change agent dedicated to student services and higher education. My professional practice at Laney College has been to exemplify and promote leadership, advocacy and empowerment that promote successful students and college outcomes. It is my aspiration to support the enrichment of Peralta Colleges as an effective and innovative leader with the ability to work collaboratively within Peralta to foster effective communication and coordination among all programs and departments, as well as, PCCD affiliates to ensure quality services and student success.

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### **BETH BENVENUTTI**

I was born Pensacola, FL, and raised on the gulf coast of Mississippi, the seventh of eight children in a military family. My parents stressed the value of education; my siblings and I are all first-generation college graduates. After graduating from Mississippi University for Women in 1983 with a degree in accounting, I worked for Martin Marietta Aerospace. In 1986, I moved to Oakland and found a job at Peralta as an accountant. I was promoted to Business Officer at Merritt College in 1988 and later worked for the University of California and then at Mills College for 13 years. I returned to Peralta as the Business Manager at Laney College in 2007. I currently live in Martinez, CA with my son Vincent (10). My family still resides in Mississippi; I visit often and hope to retire there.

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### **RAMONA BUTLER**

I was born and raised in Oakland California. I attended Oakland Public Schools where I received my High School Diploma. Out of high school I attended The Bryman School in San Francisco and received a certificate in Dental Assisting. After working as an Oral Surgery Assistant for 20 plus years I decided to go back to school, and in 2002 I obtained an A.A. degree in Liberal Studies through PACE (Program for Adult College Education) at Peralta's Vista Community College. I am now continuing with the PACE curriculum at Cal State East Bay and expect to graduate in summer 2009 with a B.A. Degree in Liberal Studies. After leaving the dental profession I was hired interim as Assistant to the Dean of Student Services at Berkeley City College and in October 2007 I became a permanent classified employee. I am now the Classified Senate V.P. and also serve on several committees devoted to helping the students of Berkeley

City College. I founded Eku Odun/Happy Holidays food drive to help needy families during the holiday season. I have trained as a Board operator on KPFA's morning show with hosts Philip Maldari and Andrea Lewis. I've also worked in Alameda's Comcast studio as a director, and camera person for several of the local shows.

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### **CARLOTTA CAMPBELL**

An educator, administrator, awarding winning broadcaster, development officer and entrepreneur reflects the professional life of Carlotta Campbell. My professional life began first as an Elementary School teacher in Makaha, Hawaii where I taught sixth grade for three years. Then, returning to the mainland I served as Principal of an alternative Elementary School in the Berkeley Unified School District that included a great opportunity to teach a wide range of ages. Wanting to do more with my educational background, I move in to the field of broadcasting securing the Public Affairs Director's position with the Bay Area radio station KMEL. Being a small station not only did I work as the Public Affairs Director producing three weekly programs, but I had the responsibility of maintaining the stations Public File as part of the FCC licensing, and worked as a reporter. While working at KMEL Radio, I also hosted the live call-in show, "Education Magazine" at KCBS Radio. Though I loved working in radio and was recognized for my talent and skills as a Finalist, for three years by the International Radio Festival of New York, for two years a winner of the Broadcast Media Award from San Francisco State University, and as President of the Golden Gate Chapter of American Women in Radio and Television, it was time to move on to more adventures in the world of work. Timing is everything. Leaving radio steered me to the American Heart Association where I worked several years in their public relations department. But, the 1989 earthquake became the defining moment when I knew it was time to leave San Francisco. Again the timing was great; the "Oakland Tribune" had a position with my name on it, Community Relations Manager. Working for the Maynards was one of the best jobs I ever had and was the catalyst for starting my own public relations/marketing business. While working on my own business, I took a few breaks. One was to become the Development Officer for the City of Oakland's African American Museum and Library where I worked closely with library staff on a development campaign generating approximately \$128,000. I continued being an entrepreneur until I secured my full-time position as the Communication Instructor at College of Alameda. At College of Alameda, I currently am the sole full-time instructor in Communication, the Department Chair for Communication, Humanities, Philosophy, Education, and Journalism, the COA Academic Senate President, District Academic Senate Secretary and a member of the DAS Executive team, the COA Student Learning Outcome Coordinator, and a mentor to a number of present and former students. Recognitions I have garnered on my professional journey have included the State of California State Senate for "Distinguished Service" Award as American Women in Radio and Television, Golden Gate Chapter, the Outstanding Young Woman of America, Who's Who Among American Teacher (for three years), the "Montclair Who's Who in Collegiate Faculty, Notable Women of California, Cambridge Who's Who, and an "ADDY" Award from AdMark! the East Bay Advertising Club.

As for my education accomplishments, they include a Bachelor of Arts – History from the University of California Santa Barbara, Education – Elementary Teaching Credential (Lifetime) from the University of California, Berkeley, a Master in Education – Education Administration, an Administrative Teaching Credential, and a Masters in Communication – Broadcast Communication Arts.

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### **PAULA COIL**

After a varied career that included education work in an alternative residential high school, and a Montessori elementary school in Maine, and a Community College in Oregon, I began working in the Peralta District at Vista Community College in 1999 as the Student Services specialist responsible for delivering the college orientation and assessment sessions for all new and matriculating students. I think of myself as somewhat of a “crossover” character in our organizational hierarchy: Having completed a Masters degree in public administration (CSUEB), I’ve taught two introductory transfer level political science courses; and have participated in the ACCCA (Association of CCC Administrators) mentorship program.

Some PCCD leadership roles include Classified Senate President, accreditation steering committee member and standard co-chair, staff development, district and college budget advisory committee member. My new position as BCC Transfer and Career Information Center Coordinator allows collaboration with all members of the college to support students who are identifying career goals, choosing a related major, and/or completing transfer applications. My hope for the Leadership Succession Program is to engage in meaningful, honest, student-centered dialogue about leadership in our district, to enhance my understanding and respect for our organization, and to continue to explore my aptitude for educational leadership.

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### **HORACE GRAHAM**

Horace Graham is an educational and training professional who is employed as a program specialist in CalWorks and the One Stop Career Center at Merritt College. Since he first started his professional career as a high school social studies teacher and assistant principal, he has worked as an educational trainer/consultant to the defense industry and the U.S. Department of Navy., a training manager in private industry and a community college adjunct and career and workforce development educator. In 2000, he was instrumental in Merritt College One Stop Career Center receiving the ACCC’s recognition as the second most comprehensive service provider of community college career centers in the nation, and in 2003, he was the driving force responsible for the Career Center receiving congressional recognition by U.S. Representative Barbara Lee for collaborating with the City of Oakland, local business and industry to build a world class workforce. In 2005, the Oakland Private Industry Council, Inc. and the Oakland Workforce Investment Board recognized the Career Center and Mr Graham as a valued partner in developing a world class workforce in Oakland. He continues his professional career as he provides services to a special population of students in CalWorks.

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### **DORIS HANKINS**

Doris Hankins has been with the Peralta Community College District for nearly ten years. She currently serves as the Staff Assistant to the Vice President of Instruction and the Multimedia Coordinator for Audio Visual Equipment for Instruction at Merritt College.

Mrs. Hankins has earned two Associate of Arts Degrees in Social and Behavior Sciences and Liberal Arts, from Merritt College. Her educational goals include completion of her Bachelors of Arts Degree in Organizational Leadership and Development from Ashford University and beginning a Master’s Degree Program, in 2010.

Mrs. Hankins is a Phi Theta Kappa Alumnus and has served as PTK’s President in 2002. In addition, she was awarded the Phi Theta Kappa 2003 All-USA Academic Team Award.

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### **DORIS KOGO**

I am currently employed as a staff Assistant in the Human Resources Department and an adjunct faculty instructor at Laney College. I previously worked at Sacramento city college, Solano County Aide for Families with Dependent Children, Wells Fargo Bank and Children’s Home

Society, group home for boys, in San Francisco. I have a BS Degree in business from the California Coast University, AA Degree in Business from Solano College. I have a license in Real Estate and was elected president of the class of the Leadership Institute. I am the shop steward for Local 1021 and served as chairperson for the District Office Staff Development Committee. I am a member of the Allen Temple "Baptist Church where I served on the new members committee, the family life center committee and the youth committee. My interests are travelling, golfing and spending time with my family.

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**VINCENT KOO**

My career in Information Technology began when I worked part-time as an instructional assistant with the IT Department at Vista Community College after completion of a Bachelor's Degree from San Francisco State University. Several months later, I departed Vista for a full-time position at a software company in Alameda. However, I was laid off in less than a year due to the effects led by the devastating events in September 2001. During my job search, an opportunity at Vista became available. I was then able to return to Vista in a new role of College Network Coordinator. As the lead staff member in IT, I had the rare opportunity to participate in the construction of the new Berkeley City College. At this time, I continue to participate in various technology projects, building expansion projects, and look forward to the upcoming construction project of the second BCC building. I have deep appreciation for the staff and faculty that I work with at Peralta, especially my IT staff at BCC. I also greatly value my past experiences at CalPoly San Luis Obispo, City College of San Francisco, San Francisco State University, and especially the eight years in the United States Marine Corps as a reservist, where leadership and teamwork were critical to success.

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**AYELE LEMMA**

I was born in Addis Ababa Ethiopia and came to the US in 1969. I am married and have three kids; Zak, Sebrin and Semhal. They are all products of the Peralta Colleges. Zak recently completed his graduate work in Electrical Engineering at UMB, Sebrin is a 3rd year student in Pharmacy at USC and Semhal is a Biotech graduate from UC Davis. I received my B.A. from UC Berkeley and M.A. in Career Development from John F. Kennedy University. I joined Berkeley City College in 1990 in Student Services where I am currently EOPS and CARE Coordinator. My hobbies include reading, composing poetry, nature walks and philosophizing with my wife.

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**MICHELLE LENH**

I grew up in the Bay area and graduated from San Francisco State University with a B.A. degree in social work. Upon hiring at Peralta in the beginning of this year, I worked at San Francisco State University in the HR/Payroll department for five years. Given that San Francisco State University is a very diverse campus, I had the opportunity to work with a very diverse population which I really enjoyed. When I have time, I like to travel to new places and try the local cuisine. I also have the adventure side and like to go camping and hiking when possible.

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**MILDRED LEWIS**

Mildred Lewis came to Laney College in August 2000 after a nine year tenure working with debt securities and the secondary multifamily housing market in the corporate arena. As the CARE Coordinator in the EOPS office at Laney College, Mildred works with single parents on welfare to provide student services above and beyond any other services they are able to receive from the college institution. During her tenure as the coordinator she partners with community based organizations that have similar objectives of supporting disadvantaged students and/or women and co-published

Empowering Lives through Education: Women and Men Overcoming Welfare with Susan Schacher and Peter Simon. In addition to her work as a Program Coordinator, Mildred is also adjunct faculty at Laney College in the Philosophy/Humanities department and has taught Human Values: Ethics for two semesters as well as several guest lecturer opportunities with topics ranging from “Karl Marx: Alienation of the Worker,” “Liberation Theology as Philosophy” and “Noam Chomsky’s Analysis of Language.” Mildred earned her Master of Arts in Theology from the University of San Francisco in 1998, and wrote her Master’s Thesis on “Israel: Tribal Confederacy from Social Struggle.” Prior to graduate school, she earned a Bachelor of Arts in Philosophy and Religion from San Francisco State University in 1991 and an Associate in Arts in French from College of Marin in 1989.

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### **AALIYAH MUHAIMIN**

Aaliyah was born and was raised in Oakland California. She was home schooled and attended Laney College at the age of 16, where she obtained her AA and AS degree in Liberal Arts and Science. After Laney College she had the drive to continue her education and pursue a BA degree in Psychology at Cal State East Bay in 2001. Once Aaliyah had completed her BA degree, she obtained her Master degree from Argosy University in Counseling Psychology 2005. Currently, Aaliyah is enrolled in the Doctor of Education in Educational Leadership Program at Argosy University. In addition, Aaliyah is a counselor and instructor at Napa Valley College, Solano College, and Laney College. Prior to establishing her counseling and teaching career, Aaliyah worked as a full time Classified Staff at Laney College for 12 years.

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### **JON OLKOWSKI**

Jon Olkowski is an information technology professional with twelve years of experience in the public and private sectors. After completing his general education at Laney College, Jon transferred to Babson College in Wellesley, MA. As a full-time employee and student, he led student technology teams to provide peer technical support, while simultaneously earning his undergraduate degree in Business. In the last several years Jon has worked in technology roles in a range of industries, including Construction, electronic bill payment and Real Estate, and his consulting experience includes work for American Express, Target Corp., Franklin Templeton and Sprint.

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### **DAVID REED**

Originally from Eugene, Oregon, David completed his B.A. in International Studies and M.S. in Educational Administration at Portland State University. He began his career in higher education administration in 1999 as an Instructor/Coordinator in the African American Rights of Passage summer program at Lane Community College in Eugene. David has worked at both two-year and four-year schools as an administrator and adjunct faculty instructor, his focus has been developing programs to increase access and success for underrepresented students in higher education.

David is currently the Outreach Specialist in the Office of Student Services at Laney College. Future plans include completing a Doctorate in Educational Leadership and working to expand educational opportunities in the community

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### **LYNN SANDOVAL REX**

I am a Bay Area native and a community college graduate. I earned my Ph.D. in Organizational Psychology, focused on organizational communication and learning styles and have contributed to

NASA's management training curriculum. My work with a Sacramento based consulting firm provided opportunities to work with promotional testing and data analysis for Sheriff and Fire Departments. These experiences coupled with 20 years of providing services in the California Community College system keeps me interested in the larger landscape of higher education. I have worked in various educational settings in addition to community colleges, such as high school and CSU systems. My work with CSUEB has allowed me to supervise student teachers in over 25 K-12 school districts. Currently, I run the College of Alameda's Learning Skills Program.

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### **NATASHA SPIVEY**

Natasha Spivey currently serves as a Human Resources Analyst for Peralta Community College District. She has been with the District for 14 years serving in various positions in the Office of Human Resources. She completed the PACE program at Berkeley City College and earned an AA in Liberal Arts in 2006 and is currently perusing a BS in Industrial Organizational Psychology at CSU East Bay. She has worked in Human Resources for over 16 years starting with Department of Energy before coming to work for Peralta. Natasha is a Bay Area native. Her personal interests include traveling, singing, and event planning.

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### **STACY THOMPSON**

Stacy Thompson is currently the Dean of Humanities and Social Sciences at Merritt College. She was an Instructor in the Child Development Department and for many years also served as the chair of the Human Development Department. She has over 20 years of experience as an educator of young children, parents and teachers focusing on child development, anti-bias, diversity and mixed race identity formation. Dr. Thompson earned her M.A. in Early Childhood Education, a Doctorate in Educational Leadership: Early Care and Education; How education matters, from Mills College. She also earned a certificate in Diversity Training from the University of Oklahoma. Dr. Thompson has a long history of leadership at Merritt College including; Accreditation Steering Committee, Chair; Division I, Faculty on Special Assignment; Staff Development Committee, Chair; Tenure Review Committee, Chair. As an advocate for young children she is involved in numerous local community organizations including: Oakland Mayor Ron Dellums Task force on Education; Oakland Head Start Advisory Committee; Alameda County Child Care Planning Council; Alameda Child Care Coordinating Council. She is a founding member of the NAEYC Diversity and Equity Interest Forum. Dr. Thompson is also the founder and director of Educational Solutions, a consulting company specializing in starting dialogue about anti bias and diversity issues in both public and private agencies while working directly with educational institutions.

## **Leadership Succession Program Participants' Comments on the Benefits of the Program**

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### **RAMONA BUTLER**

I would like to first thank Chancellor Harris for this opportunity, Dr. Betty Inclan, President Berkeley City College, for recommending me to the Leadership Succession Class II committee, and my mentor Dr. Elnora Webb Interim President, Laney College, for her insight and words of wisdom. As a previous student of the Peralta Community College District, I have seen and experienced very clearly the operations of student life. The Succession Class II has allowed me to see another side, giving me additional insight into the operations, concerns, and challenges of district management in concert with the California legislature which makes decisions affecting the livelihood of California Community Colleges. As a future Peralta leader the Leadership Succession Class II has given me a new passion for improving and uplifting the future of higher education

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### **PAULA COIL**

I've learned several things from the Leadership Succession Class—most notably I've had the chance to meet colleagues from other work sites and have dialogue with them and other leaders in the district about the complexity and challenges of our organization. There is a great deal of caring that motivates so many of us, and it's good to have a chance to explore ideas and think together about our experiences. Most members of my class are classified staff and it was affirming to see how student-centered and insightful staff members are throughout the district. I appreciate the planning and organizing that went into designing this program, putting the materials together, and supporting us all to have a meaningful year.

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### **DORIS HANKINS**

Prior to being accepted into the Chancellor's Leadership Succession Program my goals and aspirations were limited. The Leadership Succession Program has provided me with a better understanding of Accreditation, Strategic Planning, Budgeting Planning (from a Statewide and District perspective), and Collective Bargaining. Thanks to the information I have received from the Leadership Succession Program, my vision and perspective of the Peralta Community College District and the importance of our place within the educational community have been greatly enhanced.

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### **DORIS KOGO**

I was honored to be accepted as a member of the institute. I was not familiar with the program and because of my curious nature, I was eager to be a part of a network of individuals who were also eager to learn and grow.

I was familiar with a number of the members and I was happy to have an opportunity to get to know other employees and network with the group. The members were diverse in that there were classified employees, faculty and supervisors. Each individual was unique and brought something of value to the group.

The invited guests, Chancellor Harris, Dr. Wise Allen, Debbie Budd, Dr. James Bracy, Minh Le and Minh Lim, gave great insight into the history of Peralta, the master plan, practical skills on managing, the accreditation team, and addressing student services.

I was honored to meet the lobbyist for Peralta Colleges and learn the complexities of getting a bill passed through the legislature.

The final session afforded me an opportunity to meet three chancellors from the surrounding community colleges and I gained inside knowledge of the challenges, benefits and complexities of running a community college.

I would like to express a special thanks to Thuy Nguyen. As facilitator of the program, she provided excellent leadership and dynamic speakers.

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**VINCENT KOO**

The Leadership Succession Class has been a valuable experience on learning more about Peralta Community College District and the complexity of community college operation in California. The class offered opportunities to meet the state chancellor, other community college chancellors, as well as various colleagues at Peralta. Community colleges certainly perform an integral role in society to extend education to all levels of population. As a former graduate of a community college, I have grown to appreciate community colleges even more and would recommend to anyone interested in higher education studies.

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**AYELE LEMMA**

First came the larger opportunity to enroll in any Peralta College courses free of charge. Then came the “Leadership Training Program” opening doors for career advancement and personal development in management. I am grateful to be part of a forward looking institution that demonstrates in tangible ways its commitment for the training and development of its workforce. The program gave me a global view of what management is about in Peralta and the key functions, resources, tasks, opportunities and challenges that a manager deals with in the day-to-day operations of his/her department. I also enjoyed the opportunity to see and feel the views and perspectives of the respective managers and put the names and faces together. I am thankful for the positive energy and insightful questions Thuy brought to each session and the Chancellor who showed his commitment to the program by his frequent and captivating visits. My most cherished experience is the time I spent with my mentor Dr. Wise Allen. Dr. Allen honored all our scheduled meetings, was gracious and welcoming at all times, generous with his wisdom and his time and very open and encouraging in our dialogs.

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**MILDRED LEWIS**

I am grateful to have been in the leadership class with such incredible, inspiring and thoughtful leaders. The leadership class has made me more curious and inquisitive about inquiry methods and change theories in higher education and its successful application. I am also very appreciative of the work I was able to do with my mentor and the leadership class trip to Sacramento to meet with the McCallum Group and state legislative aides. Great experiences! Thank you.

Thuy, I would also like to thank you and the Chancellor for organizing the leadership class and selecting the great team of leaders who were in the second class.

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**JONATHAN OLKOWSKI**

The Sacramento trip and related class meetings were a great opportunity to understand the processes, organizations and constituents that impact organizational and financial decisions within the District.

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**DAVID REED**

The Leadership Succession Program experience has allowed me to gain an inside view of the management and operations of community colleges. I feel very fortunate to have had the opportunity to have direct dialogue with our state Chancellor Dr. Jack Scott, Chancellors from

several of our Bay 10 colleges, my program mentor Dr. George Herring, and the many more exceptional leaders who made themselves available to the Class II cohort.

The most important thing I've learned through this experience is that to be a true leader requires a broad set of skills and an unceasing dedication to your work. Leadership, educational or otherwise, is not for everyone. But for those who choose the path, programs like this one are incredibly valuable tools of preparation.

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**NATASHA SPIVEY**

The Leadership Succession Class has given me valuable insight on how to become an effective leader. Each session was geared toward giving us the tools needed for success. For example, I learned some best practices for creating a budget and had the opportunity to prepare a proposal for budget cuts. I learned how to create an innovative organization. I learned valuable facilitation skills and techniques. We were reminded about the importance of communication and shared governance.

We were able to obtain first hand information about the current state of California Community Colleges from the State Chancellor and other administrators during our trip to the State Chancellor's office. We had an awesome workshop at our final off-site meeting and the presentation by Minh Le on The Energies of Effective Individuals and Teams was very insightful and I was able to take some valuable information that I can apply to my life. I recommend this Program to any Peralta employee who aspires to become a leader.

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**STACY THOMPSON**

The Leadership Succession Program supported and extended my understanding of the district budget, college accreditation and education legislation by providing multiple opportunities to have informal conversations with the Chancellor, CFO and lobbyists. I am grateful for the experience and would recommend the program to anyone interested in a leadership position in the community college system.

### **Leadership Class III - Graduates**

First class to include part-time faculty

Name	Site	Position
Armstead, Paula	COA	EOPS/CARE Program Specialist
Brooke, Sean	District	Director of International Education
Del Rosario, Dettie	District	Finance Supervisor
Greene, Terrance C.	Laney	Counselor
Kitchen, Herb	District	Marketing Coordinator
Nunley, Patricia	Merritt	Adjunct Faculty
Pendleton, Gail	BCC	SS Personnel Specialist
Richardson, Denise	Laney	Political Science Instructor
Seibert, Jennifer	District	District Benefits Coordinator
Siegal, Mary	Laney	English Instructor

## Leadership Class III Mentors' List

### Mentor

1. Adams, Robert - President, Merritt College
2. Allen, Wise - Chancellor
3. Berry, Linda - Vice President of Instruction, Merritt College/Berkeley City College
4. Betts, David – Director of Human Resources
5. Black, Anita – Academic Senate President / Interim Vice President of Instruction, Merritt College
6. Budd, Deborah - Vice Chancellor of Educational Services / Interim President, Berkeley City College
7. Compton, Kerry - Vice President of Student Services, College of Alameda
8. Gerhard, Ronald – Vice Chancellor for Finance & Administration
9. Gravenberg, Eric – Vice President of Student Services , Merritt College
10. Ikharo, Sadiq - Vice Chancellor of General Services
11. Inclan, Betty – President, Berkeley City College
12. Johns, Krista – Vice President of Instruction, Berkeley City College
13. Ng, Jacob – Vice Chancellor of Student Services
14. Elnora Webb, President, Laney College

## Leadership Class III at the State Capitol – February, 2011



Sean Brooke, Patricia Nunley, Ted Hoffman, Herb Kitchen, Jennifer Seibert, General Counsel Thuy Nguyen, Gail Pendleton, Paula Armstead, Dettie Del Rosario, and Vice Chancellor Ron Gerhard



Scott Lay (President/CEO of Community College League of California) and Eric Skinner (Executive Vice Chancellor for Programs, California Chancellor's Office)



Briefing by lobbyists Patrick McCullum and Mark MacDonald, and legislative staff for Assemblymember Sandre Swanson and Senator Loni Hancock



Sean Brooke, Gail Pendleton, Herb Kitchen, Ted Hoffman, Patricia Nunley, Dettie Del Rosario,  
Paula Armstead, Chancellor Wise E. Allen, Vice Chancellor Jacob Ng, and  
Vice Chancellor Ron Gerhard

PERALTA COMMUNITY COLLEGE DISTRICT'S  
"GROW YOUR OWN" LEADERSHIP SUCCESSION PROGRAM  
CURRICULUM: CLASS III CLASS SCHEDULE

*Kick-Off*

*June 2010*

"Leadership" by Chancellor Elihu M. Harris and incoming Interim Chancellor Wise E. Allen

*All-Day Conference, Professional Development*

*October, 2010:*

"Access Without Support is Not Opportunity - Connecting, Engaging, Supporting & Empowering for Student Success" by Dr. Vincent Tinto, Distinguished University Professor, Syracuse University

*Trip to Sacramento*

*February 2011*

*Brown Bags*

September, 2010; November, 2010; December, 2010; February, 2011; and March, 2011

Speakers: Tom Henry, Fiscal Advisor; Dr. Debbie Budd, Vice Chancellor for Educational Services, Dr. Jacob Ng, Vice Chancellor for Student Services; Dr. Joseph Bielanski; Matt Goldstein (Peralta Federation of Teachers); Helena Lengel (SEIU Local 1021); and Ron Gerhard, Vice Chancellor for Finance and Administration.

*June, 2012:*

Half-day workshop

**History of PCCD Leadership Succession**

9:30 a.m. – 9:45 a.m.

*Presenter: Thuy Thi Nguyen (General Counsel)*

**Leadership Class III**

9:45 a.m. – 10:00 a.m.

*Presenters: Dettie Del Rosario and Paula Armstead*

**Leadership and Leading**

10:00 a.m. – 11:15 a.m.

*Presentation by Manage HealthCare Network*

*Introduced by Jennifer Siebert*

*Discussion and Debrief*

**Class Presentations**

11:15 a.m. – 12:15 p.m.

**Lunch and Chancellor/College Presidents/Vice Chancellor**

**Panel "The Peralta Culture"**

*Panelists: Dr. Wise E. Allen, Dr. Jannett Jackson, Dr. Elnora Webb, and Dr. Jacob Ng*

*Moderator: Thuy Thi Nguyen*

12:15 p.m. – 1:00 p.m.

## LEADERSHIP SUCCESSION CLASS III

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### PAULA ARMSTEAD

My name is Paula Armstead and I am a native of Los Angeles, CA. I am the sixth of eight children, graduated from San Pedro Marine Magnet High School, and received a Bachelor's degree in Liberal Arts and a Master's degree in Higher Education Administration from San Jose State University.

I have seven years of experience in higher education at the state and community college level. I have served in positions of recruiter, counselor, coordinator, and specialist. Since 2007, I have been committed to providing accountable fiscal and budgetary responsibilities as well as offering exceptional support services to the EOPS students at College of Alameda.

My interest and choice to pursue a career in higher education stemmed from my experience working in student services as an undergraduate. Some of the offices where I was fortunate enough to gain knowledge were financial aid, student affairs, outreach, admissions, housing, and international affairs. I realized that I enjoyed working in a university setting and was much more interested in the administrative aspects of how programs, departments, and universities were managed.

The leadership class enabled me to build relationships with colleagues I otherwise may not have had an opportunity to work with. I also had the pleasure of networking with Chancellor Allen, Vice Chancellors, managers, union representatives, and even elected officials at the State Capitol. Hearing their own stories about how they reached their professional goals was encouraging and solidified my own passions about higher education.

During my time in the PCCD Leadership Succession III Class I was elected Classified Senate President at College of Alameda. Undertaking this leadership role allowed me to get more involved in PCCD District Committees such as the District Education Committee, Student Success Task Force Committee, and was involved in reenacting the District Classified Committee.

The knowledge, experience, and relationships that I have gained during this process will allow me to be a leader who models the way for others, who inspires vision, who challenges processes, and who encourages others to perform at their highest abilities.

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### SEAN BROOKE

I am currently the Director of International Education. Prior to my job as Director, I performed legal services and acted as the District's Chief Labor Negotiator. Before coming to PCCD, I was the Executive Director for the UC-AFT, the union representing all of the lecturers and librarians throughout the University of California system. In addition to my work dealing with unions/management, I have worked in (1) private practice, (2) with the U.S. Dept. of Justice and (3) as a homeless advocate. I have a Juris Doctor degree, a MBA and a MA in Behavioral Science (specialization in Negotiation & Conflict Resolution). I have studied, taught and worked overseas and written/administered numerous grants. I am a certified mediator and a member of the California Bar Association, with current membership in the Public Law, Business Law, International Law and Labor and Employment Law sections.

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## DETTIE DEL ROSARIO

“When I stand before God at the end of my life, I would hope that I would not have a single bit of talent left, and could say, I used everything you gave me”, says Erma Bombeck. Inspired by this quote, Dettie always tried to give her best in all ways. Dettie grew up in a simple home in a small town of Batangas, Philippines. She is the middle child among five siblings. Dettie always felt the sense of duty to her family and the dream of providing for them a much better life than her parents had. From Kindergarten to College, Dettie was driven to always aim high and achieve the top performance level. Her parents adorned her each year with her First Honor Medals and each year, Dettie knew she was getting much closer to her dream. Finally, she graduated with Magna Cum Laude honors from St. Bridget’s College with Bachelor of Science in Commerce, Major in Accounting. She worked as a Credit Manager for seven years with American Express Bank, an offshore bank in the Philippines providing multi - million dollar syndicated loans. Prior to migrating to U.S.A in 1986, she earned her Master degree from Ateneo de Manila, Philippines. After 15 years and still with the burning desire to pursue doctorate degree, she had her credentials evaluated only to find out that she was short of required credits. She went ahead and pursued her Masters at American Intercontinental University and earned a double masters degree in 2005: Master in Business Administration and Master in Finance and Accounting. She has finally completed her Doctor of Education in Educational Leadership program with concentration in Higher Education on June 23, 2012 from Argosy University, Oakland, California.

She started her career at Peralta in October 1997 at Berkeley City College as the College Bursar. She joined the District office as the District Budget & Attendance Analyst in 2003 and in September 2006 holds the position of Supervisor, Accounts Payable and Enrollment Management. She is currently serving as the Interim Business and Administrative Services Manager at Merritt College effective July 1, 2012.

Outside of Peralta, she maintains an accounting office that she incorporated with her husband and provides accounting and financial services to small business and non-profit organizations and churches. Throughout her life, she believed in doing everything at the optimum level implementing professionalism, honesty and integrity. She has two daughters, Jeanne, a product of Berkeley City College, who earned a Bachelor’s Degree in Communication from San Francisco State University and Catherine, who recently graduated from University of California- Davis with a Bachelor’s Degree in Political Science. She has two granddaughters, Jillian who is 8 years old and Kayleigh who is one month old.

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## TERRANCE GREENE

Terrance Greene is a Bay area native. He received his B.A. degree from Morehouse College in 1996, and his M.A. from John F. Kennedy University. Prior to working at Peralta, he worked at College of San Mateo, Chabot College and City College of San Francisco as an Instructor and a Counselor. Terrance is currently a full-time Counselor at Laney College. He joined the counseling department in Fall 2005 and became a tenured faculty member in Spring 2009. He is also an Instructor who teaches a College Success course, which focused on critical thinking, high performance learning, goal setting and educational planning. He currently is the coordinator for the UBAKA program, which is an African American learning community project at Laney. The program’s focus is to increase the persistence and retention rates of African American students through a cohort learning model. In addition, Terrance is co-chair of the Counseling department and is involved in a number of campus and district committees, which include; the Basic Skills Initiative, Technology, Passport, and Counseling discipline.

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## HERB KITCHEN

Has been an employee of Peralta Community College District over 21 years, and serves as the Marketing Coordinator.

In this position he coordinates community outreach events, develops, plans and implements a wide range of marketing activities, manages production of marketing materials, including class schedules and college catalogs, and works with K-12 schools within our district.

He has earned Bachelor's and Master's degrees in Marketing from Lincoln University in Jefferson City, Missouri and Golden Gate University in San Francisco, respectively, and is currently a doctoral student in Educational Leadership at Argosy University in Alameda.

He continues to be very active in community service, and is a life-time member of the Lincoln University National Alumni Association, where he served as national vice president from 2003 - 2009; and currently serves as vice president of the San Francisco Bay Area Alumni Chapter.

He's a member of National Council on Marketing and Public Relations (NCMPR) and Community College Public Relations Organization (CCPRO).

He enjoys working with and mentoring young people, to help them achieve their higher educational goals, and to obtain a college degree.

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## GAIL PENDLETON

I am California native, married for 28 years and have three adult children. I am a Laney College Alum with degrees in Liberal Arts and Ethnic Studies and also currently in the process of continuing my educational career path. I am currently the Assessment & Orientation Matriculation Specialist at Berkeley City College and have over 10 plus years of experience in higher education with Peralta Community College District. Prior to transferring to BCC in 2009, I worked as the Student Services Personnel Specialist/ CalWORKs at Laney College for nine years. Prior to working in higher education, I worked as the Workforce Development Job Developer/Trainer for a non-profit youth organization, where I designed and created job training program guidelines and trained individuals for job readiness. In every aspect of my life I believe in challenging myself and implementing optimum level professionalism, honesty, integrity and faith. I am very committed to providing exceptional customer service while I continue to pursue my own personal goals and thrive to make a difference in my role in leadership.

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## JENNIFER SEIBERT

I am a human resources professional currently employed with the Peralta Community College District since 2005. In my 20+ years working in a variety of human resources roles, I am proud to chart my professional insight, growth and development with the introduction and progression of federal programs and benefit enhancements introduced by the government since 1986. From the Immigration Reform Control Act (IRCA) of 1986 to the Family and Medical Leave Act (FMLA) of 1992 to Health Care reform 2010, I can bear witness to the evolution of responsibilities of employers and the growing engagement of employees in the effective use of benefits. My professional experience includes 5 years of HR experience in banking and an additional 20 years of HR experience in higher education. I have worked for some of the leading employers and most progressive employers in the bay area: Wells Fargo, University of California-Berkeley, Mills College and now PCCD. When not weeding through compliance and regulatory information, I am a proud mother who loves family, loves to travel, loves a good slow baseball game, and loves to share a smile.

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## Leadership Succession Class III Participants' Comments on the Benefits of the Program

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### PAULA ARMSTEAD

The leadership class enabled me to build relationships with colleagues I otherwise may not have had an opportunity to work with. I also had the pleasure of networking with Chancellor Allen, Vice Chancellors, managers, union representatives, and even elected officials at the State Capitol. Hearing their own stories about how they reached their professional goals was encouraging and solidified my own passions about higher education.

During my time in the PCCD Leadership Succession III Class I was elected Classified Senate President at College of Alameda. Undertaking this leadership role allowed me to get more involved in PCCD District Committees such as the District Education Committee, Student Success Task Force Committee, and was involved in reenacting the District Classified Committee.

The knowledge, experience, and relationships that I have gained during this process will allow me to be the type of leader who models the way for others, who inspires vision, who challenges processes, and who encourages others to perform at their highest abilities.

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### HERB KITCHEN

The Leadership Succession Program has empowered me to learn more about the administrative side of the District, and how I can use my years of service, talents and skills to continue work in providing quality educational opportunities at our four colleges, for our students, staff, and the diverse communities we serve

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### GAIL PENDLETON

It is with great pleasure that I am submitting to you this letter of sincere appreciation for the learning and growing experience provided by Thuy Nguyen and my peers in the Leadership Succession Class III. I was honored that I was nominated for the program and I accepted the nomination for the opportunity to be a part of the next future leaders of PCCD. I also knew that this was a great opportunity for me to learn and understand the dedication and requirements for a potential future management and or administrative position. I am a dedicated PCCD employee who for the last ten plus years, have demonstrated a strong passion for helping individuals', particularly diverse multi-cultural populations in achieving their personal and educational goals. My work experience background stems from education and on the job training experience in clerical administration, workers compensation, rehabilitation, case management, job development, team leadership, recruitment, training and placement.

Through extensive research and learning of various ways to provide exceptional customer service to all, I believe that I can be as beneficial to the clients, students and or the community at large in achieving their goals as they are to me in obtaining and achieving mine. Over the years I have demonstrated my continual professional achievements in the various areas of job development, recruiting, exam proctoring, mentoring, business networking and community outreach, all while continuing to thrive to achieve my own personal and professional goals.

I continue my community outreach in developing a broad knowledge of new area resources and community contacts. I feel that part of my job is to motivate and train people to excel in total life management as it pertains to employment, long-term career goals and self-sufficiency. I appreciate the opportunity that I had to be a part of the Leadership Succession Training Program (Class III). Please feel free to contact me anytime at (510) 981-2804 (W) and or email [gpendleton@peralta.edu](mailto:gpendleton@peralta.edu). Thank you for your time, consideration and the opportunity to thrive within PCCD.