

**CALIFORNIA COMMUNITY COLLEGES  
CHANCELLOR'S OFFICE**

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August 23, 2013

Association of Chief Business Officials  
1531 I Street, Suite 200  
Sacramento, CA 95814

Dear Dr. Dowd, President of the Board of the Association of Chief Business Officials:

Given the complexities of the system of finance for the California Community Colleges, there is a need for the Chancellor's Office to receive ongoing advice and counsel from the state's leading practitioners and authorities on community college finance and business operations. The California League of Community Colleges (League) had formerly sponsored a workgroup that admirably served this purpose, but is unable to continue as previously constituted. For this reason, I am forming a standing advisory workgroup and request that the Board of the Association of Chief Business Officials (ACBO) work in partnership with the Chancellor's Office to constitute a standing Advisory Workgroup on Fiscal Affairs (Workgroup). I also request that the League be invited to participate by having a representative serve on the workgroup along with representatives from my office.

The Workgroup should meet regularly during the year to consider fiscal related matters for the California Community Colleges. The Workgroup may consider issues surrounding state budget proposals, statutory and/or regulatory funding provisions, and any other matters relating to fiscal and business issues concerning the state's community colleges. The product of the workgroup would include recommendations to the Chancellor on any potential actions, be they administrative, legislative, regulatory, or dissemination of best practices, that would help resolve or improve fiscal and business-related issues of importance to the colleges.

The Workgroup's membership, to be appointed by the ACBO board, should be constituted of business officials from colleges and districts, and it should represent the diversity of the state's districts by including representatives from different regions of the state, single-and multi-college districts, small and large districts, and also basic and non-basic aid districts. I will leave it to the ACBO board to establish organizational ground rules, including the designation of officers and meeting places and times. The agenda may be set in a manner determined by the Workgroup or ACBO board, but also provide for items to be added or prioritized at the Chancellor's request.

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The Workgroup should endeavor to communicate the status of its work to the field such as through regularly scheduled ACBO conferences, Consultation Council, or through other public forums deemed appropriate. Additionally, the Workgroup should also report to the ACBO and League boards on the status of the group's discussions as often as is deemed appropriate. This will help ensure the transparency of Workgroup discussions.

On behalf of the state's 72 districts and 112 colleges, I am grateful to the ACBO board for considering my request to tackle fiscal and business issues of importance as they occur along with recommending improvements to fiscal affairs for the California Community Colleges.

Sincerely,



Brice W. Harris  
Chancellor