

## **Manuel M. Osorio**

### **EDUCATION**

Master of Arts, Counseling Education, 1980  
San Jose State University, San Jose, CA

Bachelor of Arts, Psychology, 1973  
University of California, Santa Cruz, CA

Associate of Arts, 1971  
Cabrillo College, Aptos, CA

### **Credentials**

Community College Student Personnel Worker (Life)

Community College Supervisor (Life)

Community College Counselor (Life)

### **PROFESSIONAL EXPERIENCE**

#### **Cabrillo College, 1973 – 2007**

6500 Soquel Drive  
Aptos, California 95003

#### **Vice President/Assistant Superintendent Student Services, 1996 – Retired 2007**

Responsible for providing direction and leadership for student services programs and staff for an enrollment of 14,000 students at a main campus and two satellite sites. Position included management and supervision of Admissions and Records, Counseling Division, Career Planning and Job Placement, the Extended Opportunities Programs and Services (EOPS), Cabrillo Advancement Program (CAP), Veterans, Scholarships, International Students, Health Services, Puente, Student Affairs, and the Transfer Center. Duties included institutional planning and development, faculty and staff recruitment, selection and evaluation, negotiations, budget management of 4.5 million dollars, facilities planning, professional development and community partnerships. Also served as primary student services supervisor of the off-campus programs at the Watsonville Center and the San Lorenzo Valley site.

#### **Dean of Student Services, 1984 – 1996**

Major administrative responsibility for the supervision and management of Student Services departments, including Admissions and Records, Financial Aid, EOPS, Placement/Career Center, Scholarship, Veteran Affairs, Tutorials, and Student Affairs. Duties included planning, budget management, faculty and staff hiring, promotion and evaluation, and program development. Also provided leadership and advisement to the Student Senate President, Student Trustee and student organizations. One-year assignment as the Director of Affirmative Action while the college searched to fill the position. This position was upgraded to the Vice President of Student Services.

#### **Assistant Dean, Student Services, 1982 – 1984**

Responsible for administrative supervision for EOPS, Tutorial Program, Veteran Affairs, Scholarship, Placement/Career Center, and Student Affairs. Directed the hiring and evaluation of staff. Developed planning process for budget request as well as budget reductions. Directed the Financial Aid program in the absence of a Director, supervised staff and submitted Federal and State reports. Initiated Policy review and revision for Student Services for College review. Provided workshops for high school students, led by minority faculty and students regarding college and transfer.

#### **EOPS Counselor/Director, 1975 - 1982**

Split position included counseling and administrative job responsibilities. Counseling responsibilities included the provision of counseling services to students in the EOPS Program, orientation, and outreach and recruitment. Administrative responsibilities included the supervision and management of EOPS, Financial Aid and the Tutorial Program. The position required oversight for state accountability, including record keeping, annual program plans, and fiscal expenditure documentation. Served as a faculty advisor for the ethnic minority clubs (Black Student Union and Muvamiento Estudiantil Chicano de Aztlan known as MECHA.)

#### **Financial Aid Assistant, 1973 – 1975**

Assistant to the Director of Financial Aid and responsible for student advising and the awarding and packaging of financial aid. Provided direction for the Work Study program assuring appropriate assignment of student to employee, including fiscal oversight for approximately 300 students.

## **PROFESSIONAL ORGANIZATIONS**

Association of California Community Colleges' Administrators (CCCCSSAA)  
Community College League of California  
Mexican American School Board Association  
California Community College EOPS Association  
Public School Trustee Association  
California Association of Bilingual Educators

## **BOARD APPOINTMENTS**

Hartnell Community College District Board of Trustees, 2015-2020; President 2016 and 2017  
North Monterey County School District Board of Trustees, 2008-2011  
Pajaro Valley Unified School District Board of Trustees, 1979-90; President 1980 and 1984  
Rotary Club of Watsonville, 30 years; President, 2009  
Transportation Management Association Board of Directors, 2002-2007  
Delta School, Board of Directors, Charter Schools, 2002-2007  
CCCCSSAA, Executive Board, 1995-2000; President, 1999  
Latino Chamber of Commerce of Santa Cruz County, 1996-Present; President, 1997  
United Way Board of Trustees, 1990-95  
Tri-County YMCA Board, 1995  
League of United Latin American Citizens, 1993-to date; Treasurer, 1993 and 1994  
Cultural Council of Santa Cruz County, 1985-89  
Cabrillo College Hispanic Affairs Council 1985- 2007  
Editorial Board for the I-Journal developed by the CCCCCSSAA, 2001-2007  
Sunrise House Board of Directors 2008-2012

## **AWARDS**

California Senate Resolution, Accomplishments in Higher Education  
California Legislature Assembly Resolution, Visionary Role in Community Colleges  
City of Santa Cruz Mayor's Proclamation  
Santa Cruz Board of Supervisors Proclamation  
City of Watsonville Proclamation  
Cabrillo College Governing Board Proclamation  
Paul Harris Fellow, Rotary International  
Certificate of Appreciation, Founder of the Leadership Program  
Humanitarian Award, Santa Cruz NAACP  
Award of Appreciation, Alpha Gamma Sigma, 10 Awards  
Outstanding Young Men of America Award  
Cabrillo College Associated Students, 10 Awards  
Cabrillo Faculty Senate Award  
Fiestas Patrias, Outstanding Service and Support to the Children of our Community