

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