

WORKFORCE INVESTMENT BOARD

Membership Application and Disclosure Statement

Section 1

(To be completed by individual interested in membership on the Workforce Investment Board)

Anna Davies
(Name)

Vice President, Academic Affairs
(Business Title)

Allan Hancock College
(Employer/Firm Name)

800 S. College Drive, Santa Maria
(Business Address)

93454
(Zip Code)

adavies@hancockcollege.edu
(Email Address)

(805) 922-6966, ext. 3247
(Business Phone Number)

Statement of Interest: Please state briefly your interest in employment and training programs.

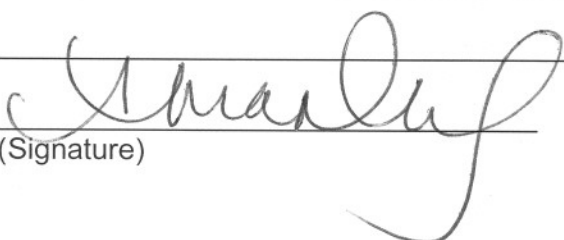
Throughout my career I have been involved in community partnerships and community-based organizations. I believe my strong background in education as well as my experience working as a manager of a non-profit human services organization will make me a valuable asset to the Santa Barbara County Workforce Investment Board.

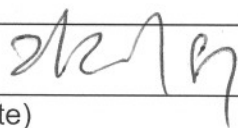
Community Services: Please list boards, commissions, committees, and organizations on which you presently serve or have served and indicate office(s) held.

- San Luis Obispo People's Kitchen – member of the board of directors
- Arroyo Grande City Chamber of Commerce
- Association of California Community College Administrators
- National Commission of Instructional Administrators
- American Association of Community Colleges
- California Community Colleges Chief Instructional Officers

To help preclude a potential conflict of interest, also please list any organization with which you are affiliated, which may contract with the Workforce Investment Board employment and training services.

None


(Signature)


(Date)

ADDITIONAL INFORMATION: You may attach a **RESUME** to supplement the questionnaire. Additional pages providing pertinent data may be enclosed to assist in the evaluation process. Should you need any assistance or have any questions concerning this application, please call Raymond McDonald at (805) 681-4446.

Resume attached

Education and Training: Please list post-secondary education/training, including relevant professional or vocational licenses or certificates.

Institution	Address	Degree/License Or Certificate
<u>City University</u>	<u>Washington</u>	<u>M.Ed.</u>
<u>Eastern Washington University</u>	<u>Washington</u>	<u>B.A.</u>
<u>Tacoma Community College</u>	<u>Washington</u>	<u>A.A.</u>

**Please check and complete one category that qualifies
You for membership on the Workforce Investment Board**

Private Sector Business Representative (If yes, check all that apply)

- Owner
- Chief Executive or Chief Operating Officer
- Executive with Substantial Management or Policy Responsibility
- Minority Business
- Small Business*
- Other Specify _____

Public Sector Representative (If yes, check all that apply)

- Educational Agency: Public Private
- Public Employment Service
- Organized Labor
- Rehabilitation Agency
- Economic Development Agency
- Community Based Organization **
- Other Specify _____

* Private for profit enterprise employing 500 or fewer employees
 ** Private non profit organization which represents a significant segment in the community and which provides job training services.

RETURN OF APPLICATION: Please return your application, upon completion to:

Anna M. Davies
Home: 133 Allen Street, Arroyo Grande CA, 93420 (805) 458-6250
Work: 800 South College Drive, Santa Maria, CA (805) 922-6966 ext: 3247
Fax- (805) 347-9896
E-Mail – adavies@hancockcollege.edu (work)

Professional Positions

2007-Present: Associate Superintendent/Vice President, Academic Affairs, Allan Hancock College, Santa Maria, CA

Responsibilities

Under the direction of the superintendent/president serve as the chief instructional officer of the district and has responsibility for the instructional programs provided by the college, including credit, noncredit, and community education programs.

Accomplishments

- Increased college enrollment by 5% in 18 months
- Planned multiple facilities construction and scheduled maintenance projects
- Led district wide educational master planning efforts

2004-Present: Dean of Student Learning, Mathematics, Sciences, Nursing/Allied Health, Physical Education/Athletics, Cuesta College, San Luis Obispo, CA

Responsibilities

Under the direction of the Vice President for student learning manage all functions associated with educational programs of the college including mathematics, physical sciences, biological sciences, physical education, wellness, nursing, and allied health programs. Responsible for over 50 full time and 200 part time faculty within the division.

Accomplishments

- Development of new degree and certificate programs including Paramedicine and Dance
- Support faculty in the pursuit of sabbatical and professional development activities
- Successfully manage federal and state workforce initiative grants in health care
- Effectively planned and participated in the development and opening of new science, math and health building
- Led faculty in the development and assessment of student learning outcomes
- Participate on the presidents cabinet and assist in district level planning and decision making
- Participate in instructional programs as part time faculty member
- Facilitated development of unit and cluster planning, establishing budget priorities for educational programs
- Write and manage local, state, and federal grant programs

2002-2004: Division Dean, Health and Human Services, Clover Park Technical College, Lakewood WA

Responsibilities:

Under the direction of the Vice President of Instruction, manage all functions associated with educational programs of the college including health, social services, environmental sciences, and personal care services. Responsible for approximately 50 full-time and 25 part-time faculty as well as classified and exempt employees within the division as well as an annual budget of over 4 million dollars.

Accomplishments:

- Expanded Division Enrollment by 30% over two years.
- Established Partnership with local college district leading to the development of an Associate Degree in Nursing Program (ADN).
- Developed relationship with international college and negotiated scholarships as well as faculty exchange opportunities.
- Developed multiple non-credit offerings supplemental to educational programs.
- Supported faculty in securing over \$40,000.00 in professional development funding.
- Successfully wrote and managed local, state, and federal grant projects.
- Increased technology access to students by consolidating and scheduling computer laboratories.
- Increased communication among faculty and staff by developing newsletter program and faculty orientation procedures.
- Led program review activities to identify strengths, challenges, and future directions for educational programs.
- Member of Strategic Planning Executive Committee.
- Developed contact training for high school districts as well as dual credit articulation agreements.
- Assisted faculty in development and assessment of program level student learning outcomes.
- Serve on college curriculum and accreditation steering committee as well as instructional council

1996-2002 Faculty/Department Head; Social Services

Under the direction of the Division Dean managed all activities for the Social Services Associates Degree program. Responsible for development of community partnerships, curriculum development, facilitating student placement within community based organizations, serving on college committees, and student advising.

Accomplishments

- Development innovative instructional delivery methods in topics including sociology, abnormal psychology, interviewing and assessment skills, and other social services topic areas.
- Wrote curriculum which led to approval of Associate Degree status.
- Development Diversity offerings for all campus faculty and staff.
- Served on college committee's including curriculum, tenure review, and college council.
- Served as Interim Faculty Union President.
- Expanded program capacity by 100%.
- Revitalized advisory committee to represent local community needs.
- Enhanced student opportunities by initiating the development of transfer agreements with several universities.
- Prepared all department accreditation documents, program review documents, and business an industry surveys to assess needs of local employers.

1993-1996: Executive Director, Combined Services for Successful Employment

Under the direction of the board of directors, responsible for the overall management of non-profit human services organization providing employment related services for disadvantaged community members. Responsible for 50 full-time and over 20 part-time employees.

Accomplishments

- Increased client services by 20%.
- Initiated business and industry partnerships leading to opportunities for client placement.
- Successfully pursued and negotiated service contracts.
- Reorganized marketing efforts and created strategic marketing plan.
- Recruited diverse staff to better mirror local community membership.
- Developed comprehensive staff development training program.
- Successfully wrote and managed grant and public contract programs.

Academic Degrees

M.Ed. City University, (Curriculum and Instruction)
B.A. Eastern Washington University (Social Work)
A.A. Tacoma Community College (General Education)

Professional Memberships

Association of California Community College Administrators
California Community College Chief Instructional Officers
National Commission of Instructional Administrators
American Association of Community Colleges

References

Dr. Mary Parker
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PO BOX 8106
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805-546-2665

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