

School Name: Community College of
Baltimore County
Position: Vice President for Instruction



COLLEGE OVERVIEW:

Under the leadership of Dr. Sandra Kurtinitis, a nationally acclaimed president who currently serves as Chair of AACC Board of Directors, CCBC has garnered an impressive reputation for leading change, inspiring innovation and advancing high-quality, inclusive and impactful education.

CCBC, which first opened its doors to accessible, affordable, high quality education in 1957, is now the largest provider of higher education in Maryland, serving some 63,000 students annually with the region's most expansive selection of degree, certificate and workplace certification programs. A nimble college on the cutting edge, CCBC prides itself on developing and delivering market-driven new programs, services and learning modalities that prepare students for transfer, job entry and career advancement in local job growth industries across business, education, health care, information technology, cybersecurity, construction and transportation sectors.

A destination college for leaders who share in its steadfast commitment to student success, CCBC remains one of the nation's top associate degree producers and is nationally renowned for its expertise in accelerating learning in English, math and reading, for its unique Culturally Responsive Teaching and Training program, and for its guided, academic Pathways—all of which have positioned CCBC to make notable strides in student outcomes and completion rates.

Each year, more than 13,000 CCBC students earn degrees, certificates and workplace certifications that prepare them for transfer, job entry and career advancement. A health care and technology education powerhouse, CCBC educates more undergraduates in Nursing and other health care professions than any other college or university in Maryland and is designated by the Department of Homeland Security and the National Security Agency as a National Center of Academic Excellence in Information Assurance/Cybersecurity Education.

CCBC is among an elite group of community colleges nationally, and the only one in the state of Maryland to earn the title of *Military Times* Best for Vets Colleges—for the past three consecutive years. CCBC was also named one of just 10 members of the inaugural class of Excellence in Assessment designees, a new national program aimed at recognizing universities conducting a comprehensive assessment of student learning outcomes as a means to drive internal improvement and advance student success.

Partnerships with global corporations like Amazon and regional ones like Alban CAT demonstrate CCBC's influence as a workforce development engine for the Baltimore metropolitan region. CCBC is a frequent recipient of million dollar investments and grants to bolster the outstanding work the college is doing to educate and train the region's workforce.

CCBC's tremendous impact on the local economy has positioned it well among elected and public school officials, business and community leaders, and partner institutions of learning. Baltimore County's endorsement of the College Promise program covering tuition and fees for "promising" recent high school students to attend CCBC; Goldman Sachs' tapping CCBC to help deliver the education training for its *10,000 Small Businesses* in Baltimore expansion; Baltimore County Public Schools' opening of partner Early College and P-TECH high schools; the \$1 million investment by the W. Mellon Foundation to support Humanities education and establish the Mellon Scholars Program for CCBC Honors program students at Johns Hopkins University; and the region's \$57.3 million contribution to CCBC's first comprehensive fundraising campaign are recent examples of the college's solid recognition and esteem within both the public and private sectors.

CCBC's stature has also enabled it to solidify funding for state-of-the art learning facilities, including a \$39.7 million new Mathematics and Science Hall, a \$3.5 million Cybersecurity Institute and a \$65 million Health Careers and Technology Building expected to open in 2020. Beyond the classroom, some 3 million local residents each year enjoy the college's outstanding performing arts, galleries, planetarium and athletic facilities.

CCBC accreditations

CCBC is accredited by the Middle States Commission on Higher Education, 3624 Market Street, Philadelphia, PA 19104, (267-284-5000). The Middle States Commission on Higher Education is an institutional accrediting agency recognized by the U.S. Secretary of Education and the Council for Higher Education Accreditation. In addition, CCBC has earned extensive specialized accreditations, approvals, and industry-specific distinctions. Most recently, CCBC earned accreditation by the National Association of Schools of Dance (NASD), which makes CCBC one of only two community colleges in the nation to hold national accreditation in all four arts disciplines – Theatre, Music, Dance and Visual Arts.

CAMPUS PROFILES:

CCBC is ideally located, surrounding a large metropolitan area in central Maryland, with three full service campuses: CCBC Catonsville, CCBC Dundalk, and CCBC Essex. These locations provide students with the full college experience and offer a wide variety of classes, training programs, events, activities and other support services.

Over the years, CCBC has added additional centers in Hunt Valley, Owings Mills and Randallstown, bringing education even closer to home and work. CCBC also offers classes on site at Baltimore County Public School and employer workforce training locations.

Additionally, CCBC Online offers more than 20 online degree and certificate options, from Accounting and Nursing to General Studies.

COUNTIES SERVED:

CCBC primarily serves residents in the surrounding Baltimore County and neighboring areas of the Baltimore metropolitan community, while CCBC's online, veteran and international student populations continue to grow. Many students from throughout the state of Maryland also enroll in one of nearly 50 high-demand statewide or health workforce shortage programs, at CCBC's affordable in-county tuition rate.

MISSION, VISION AND VALUES:

Our Mission

The Community College of Baltimore County transforms lives by providing an accessible, affordable, and high-quality education that prepares students for transfer and career success, strengthens the regional workforce, and enriches our community.

Our Vision

We will be the college of choice for students, where together we make teaching purposeful, learning powerful, completion primary, and community paramount.

Our Values



Commitment

We prepare our students to succeed and make progress toward the completion of their educational goals through degree or certificate attainment, transfer, workplace certification, career enhancement, or personal enrichment.



Learning

We are committed to seeing our students grow as active learners, develop a passion for life long learning, and use what they have learned to their benefit.



Innovation

We value innovation and support a climate of discovery. We encourage students, faculty and staff to explore new ideas, methods and processes.



Responsibility

We have high expectations for the work of our faculty and staff, the academic rigor of our offerings, the scholarship of our students, and the involvement of the community and workplace in the college's future.



Integrity

We inspire public trust by maintaining ethical and collaborative relationships with our faculty, students, staff, alumni and communities. We share our achievements and challenges honestly and openly. We insist upon fairness, mutual respect, collegiality and civility at all times.



Inclusiveness

We value the diversity of people, cultures, ideas and viewpoints and honor the dignity of all persons. We are committed to preparing students to be active citizens, ready to meet the challenges of an increasingly diverse world and a changing global marketplace.

 **Excellence**

We emphasize quality as a standard for all we do and consistently look for ways to improve organizational efficiency and effectiveness.

 **Stewardship**

We develop sustainable fiscal and environmental practices to prudently manage our resources toward advancing the college's mission and strategic directions.

 **Collaboration**

We foster continuous dialogue among students, faculty and staff and support ongoing cooperative relationships with our partners in the community regarding their educational, cultural, recreational and workforce needs.

OPPORTUNITY OVERVIEW:

CCBC is seeking to hire a roll-up-your sleeves, wade-in-the-water kind of leader with the strength, skill, vision, capacity, and stature to achieve the high level of transformational academics needed to solidify its position as a 21st century community college. We seek an academic officer who will ensure that CCBC's instructional programming and delivery systems are well positioned at a state-of-the-art level while assisting the president in building community, both within and outside of the academic area.

As a member of the President's Senior Staff, this position serves as lead administrator to advance the College's academic agenda. Administrative responsibilities include providing leadership in the development, implementation and management of academic, faculty and student development policy; curriculum; continuing education and contract training; program development and review; strategic and operational planning; and resource allocation. Of great importance is the ability to collaborate with others (vice presidents, deans, college governance, etc.) to establish comprehensive academic and student development programs throughout the college. The academic vice president will provide leadership to achieve and sustain a diverse faculty and staff and fully participate in professional development for faculty and staff.

[Link to full job description](#)

Minimum Requirements:

- Earned Doctorate required.
- Ten years of progressive experience in an educational environment; community college experience strongly preferred.
- Five years of successful supervisory experience in directing multiple instructional programs, faculty and staff at an institution of higher education.
- Successful experience serving as a chief academic officer reporting to the college president.
- Teaching experience within higher education, preferably at the community college level.

Focused Qualities:

1. Strong academic and administrative credentials with an innate understanding that teaching and learning are the focus of the institution and deserving the highest level of support.
2. Well-developed management and supervisory skills that will provide leadership and direction to the key areas of administrative oversight.
3. The ability to develop rapport and credibility with faculty as well as respect and credibility both within and outside of the institution.
4. Comfortable with and "practiced" in participatory leadership and integrative management.
5. Long on integrity, highly principled, energetic, forward thinking, team oriented problem setter/solver with a great sense of humor and the ability to not take himself/herself too seriously.
6. Keenly aware of the role that technology and market need must play in curriculum transformation and in the transformation of the way we do our administrative work; a devotee of "work smarter, not harder."
7. An excellent communicator at all levels and in all formats.
8. Ability to think, act and function "outside the box" while maintaining a high professional profile and sustaining the integrity of the office.

Skills, Knowledge & Abilities:

- Excellent communicator
- Superior written/oral communication and presentation skills
- Able to exhibit a commitment to integrative management and systems thinking
- Team oriented problem setter/solver
- Ability to lead/manage system changes
- Planning and prioritizing
- Handling multiple projects and meetings deadlines
- Planning and managing budgets and labor needs

APPLICATION PROCESS:

Please direct inquiries and nominations to the College's search consultant:

Angela Provar, President Pauly Group, Inc.
3901 Wood Duck Drive, Suite E Springfield, IL 62711
Phone: 217-241-5400
Fax: 217-241-5401
E-mail: aprovar@paulygroup.com

Please submit electronically to aprovar@paulygroup.com the following documents as Adobe Acrobat or MS Word attachments: (1) a cover letter that addresses the **Focused Qualities** listed in the position profile; (2) a current résumé; and (3) names and contact information of five professional references.

The committee will begin review of applications immediately. Applications will be accepted until the position is filled, with materials submitted by **Friday, January 11, 2019** receiving priority consideration. All applications are confidential and references will not be contacted without the expressed authorization of the applicant.

CCBC is committed to ensuring equal opportunity and nondiscrimination in all of its hiring and employment practices. All applicants for employment, promotion and/or transfer will be assessed based on their education, training, experience and qualifications. Applicants and employees will not be discriminated against based on race, color, religion, gender, age, national origin, ancestry, veteran status, disability, sexual orientation, or any other basis protected by law.

This applies to all terms, conditions and privileges of employment including, but not limited to, hiring, placement, promotion, demotion, layoff, recall, transfer, leave of absence, compensation, training, and referrals for employment.



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