

# SHAPE *the* FUTURE

## CHABOT COLLEGE PRESIDENT SEARCH



*Searching for strong  
leadership in a  
growing and changing  
community.*



LEADERSHIP | INTEGRITY | INNOVATION | COMMITMENT



## **President Search Announcement, Position Profile and Application Procedure**

### **The Position**

The President of Chabot College serves as the Chief Executive Officer of the college and reports to the Chancellor of the Chabot-Las Positas Community College District; a two-college district. The President will be expected to provide strong leadership and be an advocate for the college. The President must demonstrate a high degree of integrity, innovation, and commitment to shared governance. The President will lead the college as it addresses fiscal challenges while ensuring it meets the needs of the communities it serves.

### **Chabot College and the Community**

The Chabot-Las Positas Community College District is celebrating its 50<sup>th</sup> year of providing higher education opportunities to residents of the East San Francisco Bay Area. It primarily serves residents of Alameda County including the communities of Castro Valley, Hayward, San Leandro, San Lorenzo and Union City. Within these communities, Chabot College serves nine high schools, public and private, in addition to alternative and adult schools.

Chabot College is a comprehensive community college with a long history of excellence and innovation in liberal arts, workforce development, developmental education and continuing education. It has been the origin of several student support programs that have been adopted state-wide. The college focuses on student success and is proud of their diverse student body and a campus climate that is welcoming and inclusive to mostly first generation college students. The college serves approximately 15,700 students annually. Chabot College enrolls a student body that mirrors the ethnic, age and educational diversity of the East Bay community. The college's student population reflects the diversity of the community with approximately 16% African American; 17% Asian; 28% Hispanic; and 22% Caucasian.

Chabot College's award-winning faculty and staff are supported by an active Faculty Senate, Classified Senate, staff development programs and advisory committees in many of its academic programs. These academic and workforce development programs are complemented by an extensive array of outstanding co-curricular and extra-curricular programs and services.

Chabot College's facilities include a planetarium, art gallery, athletic complex, child development center, radio and television studios, art and music studios and a 1,500 seat Performing Arts Center. The community passed a local construction bond in March 2004. Since then, extensive renovations/additions to existing campus structures and new construction including a Community and Student Services Center, an Instructional Office Building and a Photo Voltaic Project, have been completed.

Chabot College is accredited by the Western Association of Schools and Colleges and also is accredited by several health science associations.

## **Mission**

Chabot College is a public comprehensive community college that prepares students to succeed in their education, progress in the workplace, and engage in the civic and cultural life of the global community. The college furthers student learning and responds to the educational needs of our local population and economy. The college serves as an educational leader, contributing its resources to the intellectual, cultural, physical, and economic vitality of the region. Recognizing that learning is a life-long journey, the college provides opportunities for the intellectual enrichment and physical well-being of all community members who can benefit.

## **Vision**

Chabot College is a learning-centered institution with a culture of thoughtfulness and academic excellence, committed to creating a vibrant community of life-long learners.

## **Values Statement**

The College's vision and mission are supported by the following collective values:

### Learning and Teaching

- supporting a variety of teaching philosophies and learning modalities
- providing an environment conducive to intellectual curiosity and innovation
- encouraging collaboration that fosters learning
- engaging in ongoing reflection of learning, by both students and staff
- cultivating critical thinking in various contexts
- supporting the development of the whole person

### Community and Diversity

- building a safe and supportive campus community
- treating one another with respect, dignity and integrity
- practicing our work in an ethical and reflective manner
- honoring and respecting cultural diversity
- encouraging diversity in our curriculum and community of learners

### Individual and Collective Responsibility

- taking individual responsibility for our own learning
- cultivating a sense of social and individual responsibility
- developing reflective, responsible and compassionate citizens
- playing a leadership role in the larger community
- embracing thoughtful change and innovation

## **Challenges and Opportunities**

In addition to the multiple roles and responsibilities of all excellent campus presidents, the new Chabot College President must be able to:

- lead the college through difficult fiscal times while continuing to provide students with excellent programs and services
- facilitate the development of a college-wide vision and plans for the future that build on Chabot's historic strengths and positive reputation
- nurture a campus climate that values diversity in its students, staff and community and ensures that appropriate programs and services critical to their success are available
- promote collegiality, trust, respect and unity among all college constituents
- be skilled, creative, and efficient in the acquisition, allocation, and management of the college's fiscal resources
- be highly visible in the community and strengthen the strong connections between the college and the community through a variety of partnerships
- demonstrate an understanding of the complexities of leading a college campus within a multi-college district and establishing positive working relationships with staff in the district office and at its "sister" college
- advocate strongly and successfully for the college at the district, community and state levels

## **Ideal Characteristics**

The successful new President will:

- be passionately committed to the mission of the comprehensive community college within a multi-college district
- focus on excellence in teaching and learning that leads to student success
- be an innovative educational leader that will facilitate the development of a shared vision for the future
- ensure a campus climate that values diversity
- understand the needs of immigrant and other non-traditional students
- practice shared governance, collaboration, and collegiality with representatives of all constituencies and make decisions in a timely manner
- inspire and empower all staff to be innovative and to achieve excellence
- support the positive contribution to student development that results from quality co-curricular and extra-curricular programs
- possess superb knowledge, skills and experience related to fiscal management and strategies for acquiring new resources
- build partnerships with leaders in business and industry, P-20 education, governmental agencies and community-based organizations
- communicate effectively, listen well, and engage in dialogue through a variety of modes and venues
- be visible, accessible and approachable on campus and in the community

### **Ideal Characteristics (continued)**

- model high levels of integrity, ethics and transparency
- be familiar with California's unique issues, laws and regulations
- commit to invest personally and professionally in the college and community in order to provide stability and continuity

### **Required Qualifications**

1. An earned doctorate from an accredited institution.
2. A minimum of four years successful senior-level administrative experience in an institution of higher education.
3. Demonstrated knowledge of effective teaching and learning processes at the college level.
4. Demonstrated sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of community college students.

### **Application Procedure**

Nominations and applications will be accepted until the position is filled. However, to ensure full consideration, individuals should submit a complete application packet prior to October 31, 2011. This is a confidential search process.

To apply, please submit these four (4) separate documents:

1. A letter of application that succinctly addresses the challenges and opportunities identified and how your experience and professional qualifications prepare you to serve the needs of Chabot College (not to exceed 5 pages).
2. A current resume including an email address and cellular telephone number.
3. A reference list with the name, home and business telephone numbers, and email address of eight (8) references: three (3) supervisors (including one board member), two (2) direct reports, and three (3) faculty members from current or former institutions.
4. Candidate Cover Sheet which is a one-page synopsis of your professional career. You will find the Candidate Cover Sheet template posted at: [www.clpccd.org/HR](http://www.clpccd.org/HR)

These four (4) documents will be the only application information presented to the President Search Advisory Committee.

**Go to [www.acctsearches.org](http://www.acctsearches.org) to apply.**

In addition, you must send a paper copy of your complete application packet to:

Chabot College - President Search  
ATTN: Dr. Narcisa Polonio  
ACCT  
1233 20th St. NW, Suite 301  
Washington, DC 20036

For additional information about the position, visit the district's website at: [www.clpccd.org](http://www.clpccd.org)

For confidential inquiries or to make a nomination, please contact:

Dr. Pamila Fisher, ACCT Search Consultant  
[pamfisher@bresnan.net](mailto:pamfisher@bresnan.net) or (406) 570-0516

or

Dr. Narcisa Polonio, Vice President  
Board Leadership Services, ACCT  
[npolonio@acct.org](mailto:npolonio@acct.org) or (202) 775-4670 or (202) 276-1983 (cell)

*It is the policy of the Chabot-Las Positas Community College District to provide equal opportunity in all areas of employment practices and to assure that there shall be no discrimination against any person on the basis of sex, ancestry, age, marital status, race, religious creed, mental disability, medical condition (including HIV and AIDS), color, national origin, physical disability, family or sexual preference status and other similar factors in compliance with Title IX, Sections 503 and 504 of the Rehabilitation Act, other federal and state non-discrimination regulations, and its own statements of philosophy of objectives. The district encourages the filing of applications by both sexes, ethnic minorities, and the disabled.*

### **Selection Process**

All completed applications and materials will be screened by the search committee which includes faculty, staff, administrators, students and community members to ensure that the minimum required qualifications stated in the job announcement are met.

Those candidates who meet the minimum required qualifications and most closely reflect the desired job related priorities and ideal characteristics will be invited for an interview.

The Chancellor will interview the finalists and public forums will be held at Chabot College.

The new President will be expected to assume duties on or about January 2, 2012.

### **Salary and Benefits**

Salary, length of contract, and other terms and conditions of employment will be determined by the Chabot-Las Positas Community College District Board of Trustees.

**\* AN ACCT SEARCH \***  
[www.acctsearches.org](http://www.acctsearches.org)



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