



Paradise Valley Community College President Position Profile

About Paradise Valley Community College <http://www.pvc.maricopa.edu>

Founded in 1985, Paradise Valley Community College (PVCC) is a comprehensive community college located in Phoenix, Arizona with a learning-centered focus, committed to decision-making based upon ‘what’s best for the student’ and a culture of teaching and learning that offers a welcoming first impression and inclusive environment.

Learning is our core value. We encourage and support this throughout the institution to include students, employees, the organization itself and the integrative relationship between these three levels. Learning at Paradise Valley Community College means increasing the capacity of students and employees to achieve their goals, and to continuously improve the college. A culture of academic assessment and out of class assessment supports learning and helps us answer the question “How do we know?”

With innovative, energetic and committed faculty and staff, PVCC excels in several areas including learning communities, service learning, honors program, instructional technology, international education, distance learning, student success initiatives, student leadership and Fine & Performing Arts programs. As one of the Maricopa Community Colleges, PVCC offers 9 transfer Associate degrees. In addition, it offers 21 Associate in Applied Science degrees, 40 Certificates of Completion, and 8 Academic Certificates. Diverse learning opportunities include university transfer education, general education, developmental education, continuing education, workforce development, student development, honors education, global engagement, and civic responsibility. PVCC has strong workforce development partnerships in Early Childhood Education, EMT/Paramedic, Fire Science, and Nursing. It also works closely with its K-12 partners to offer dual enrollment, concurrent enrollment, ACE, Hoop of Learning, and Early college programs for high school students. PVCC has developed specialized programs in Pre-Pharmacy and Pre-Medicine that include transfer pathways to nearby colleges and universities. Finally, there are a variety of 2+2 and 3+1 transfer pathways for students interested in transferring to Arizona State University or Northern Arizona University.

The College has per-semester enrollment of over 9,860. The College’s unduplicated headcount per year is over 14,633 with an additional 4,625 in non-credit and continuing education programs. Historically, PVCC has seen enrollment growth between 2-7% each semester, with current enrollment increases even greater at 13%. The College employs approximately 270 full-time, with 106 full-time faculty, approximately 400 adjunct faculty and has an operational budget of \$32.5 million.

Underrepresented student populations include Hispanic 11%, Asian 4% and Black 3%. 2000 U.S. Census demographic data indicate 79% white, compared to 69% in the PVCC student population. Women represent 56% of student enrollments. The college's Office of Disability Services currently has 542 ADA-registered students with disabilities. The percentage of students aged 19 and under has expanded to almost 43%, reflecting increasing interest on the part of high school seniors; however, 13% of the student body is age 40 or over. Day enrollment is approximately 60% of the total. Evening enrollments have been declining over the past five years.

Paradise Valley Community College is accredited by the Higher Learning Commission (HLC) and a member of the North Central Association (NCA). Its next reaffirmation of accreditation status is scheduled for 2015.

About Maricopa Community Colleges

<http://www.maricopa.edu>

Paradise Valley Community College is one of ten colleges, two skill centers, and multiple satellite locations, which comprise the Maricopa County Community College District located throughout metropolitan Phoenix, Arizona. The District was established in 1962, with a single college and has since grown to serve over 270,000 students in credit and non-credit programs making it the largest provider of post-secondary education in the state of Arizona. Today, the District's colleges and centers offer comprehensive educational programs in professional, occupational, special interest, and continuing education curricula to serve the needs of the rapidly growing county area.

About the Position

Reporting to the District Chancellor and operating within District policies and procedures, the President of Paradise Valley Community College serves as the chief executive officer of the College and is responsible for and directs the entire operation of the institution through subordinate instructional and operational administrators. The President has full authority to administer and manage the College and participates in policy and operational determination of the District. Professional responsibility extends to administrators, faculty, staff, students, Governing Board, Chancellor and the public.

- directs the implementation of District policies and programs in the operational and educational activities of the college;
- plans, organizes, and administers the activities of the chief executive officer's office; develops and recommends college long and short term goals and objectives, organizational structure and staffing complement;
- oversees the selection of personnel for the college;
- develops and recommends the college budget within limitations established by the Governing Board or Chancellor, and administers approved budget;
- serves on committees and councils as directed by the Governing Board policies and procedures and by the Chancellor;

- establishes and maintains a climate which encourages the development and retention of competent personnel, high level of morale, and achievement of the college's goals; informs and consults with the Chancellor regarding the status of any major or unusual developments of the college;
- promotes an integrated effort with other district and college administrators and staff, overseeing the coordination of inter- and intra-college activities;
- maintains effective working relations with the faculty, students, staff, and other educational institutions;
- develops public relations goals to enhance image in the total community;
- performs related duties as assigned or delegated by the Chancellor.

Minimum Qualifications

- Master's degree from an accredited institution.
- Five years executive leadership experience as an administrator in an educational institution
- Demonstrated commitment to inclusion and diversity

Desired Qualifications

- Teaching experience at the post-secondary level, preferably at a community college
- Earned doctorate from an accredited institution
- Knowledge of current community college trends and best practices
- Track record of a learning-centered approach and a commitment to student success
- Proven focus on student development beyond the classroom
- Commitment to shared governance, collaborative decision making and team building
- Experience managing organizational growth and change
- Experience with strategic planning, budgeting, and implementation
- Effective use of assessment results for institutional improvement
- Ability to navigate complex, dynamic organizational structures
- Successful fund raising and development of alternative revenue streams
- Success in developing community partnerships, including higher education institutions, public schools, businesses and other external groups
- Effective written and oral communication and technological skills

Paradise Valley Community College seeks a president whose ethical and visionary leadership is focused on academic excellence and who demonstrates creativity and innovation with decision making that holds the best interests and mission of the College paramount. PVCC's next president will possess the ability to position the college to respond to community needs, is approachable and accessible to internal and external constituents, and works well with diverse constituencies.

Challenges and Opportunities

Student Learning

Student learning is the focus of all PVCC endeavors. The College is experiencing current enrollment growth of 12%, and the success and retention of all students is important. Emphasis is placed on instruction and on academic assessment to provide feedback for continuous improvement to help ensure that programmatic offerings are of the highest quality. Assessment also extends beyond the classroom in the out-of-class assessment program.

Managing Growth amidst Budget Cuts

Managing growth in the midst of reduced budgets is of prime importance. The current economy provides the challenge of providing focused, responsive curriculum and job training to increasing numbers of unemployed and underemployed residents as well as increasing numbers of traditional students while adjusting to declining state funding and static tuition rates. The development of alternative revenue streams, exploring outside funding and grants, and expanding the role of the Foundation are areas that will require attention. The College is doing more with less, while maintaining its high quality delivery of services. The College must be prepared to define appropriate staffing levels, continue to refresh and upgrade technology resources, and ensure upkeep of existing facilities, while maintaining a cohesive, effective team that continues its well known reputation as a learning-centered institution.

Community Relationships, Partnerships, Identity

While PVCC has been in existence for over twenty years, it is not as well known in the local community as it could be. This presents the opportunity for the College to strengthen relationships, connections and partnerships with business, industry, the community at large, K-12, and local and regional colleges and universities. This is an opportune time to undertake an initiative to identify itself within its service area and among the Maricopa Community Colleges.

Facilities Expansion

PVCC is in the middle of a ten-year, \$75 million capital development program funded by a general obligation bond program overwhelmingly approved by Maricopa County voters in 2004. The College's Master Plan calls for expansion and renovation at the existing campus as well as development of a new campus at Black Mountain. This fall a new Life Sciences building opened at the campus at Union Hills and 32nd Street. In addition, a new educational center opened at Black Mountain, a campus that also houses a new Valley of the Sun YMCA and Holland Community Center. Construction is beginning on renovations to the county library building purchased in 2007. This building will house the Division of Mathematics, Center for Teaching and Learning, and Continuing Education Department, and provide classroom spaces for other growing disciplines. Successful planning and support must be in place for these facilities and the new and expanding programs they will house.

Technology and Innovation

Technology and innovation have always been a focus of the College, and it seeks to deliver course content in ways that effectively address the needs of today's learners. While keeping abreast of new trends and innovations in community college education, the College must focus and prioritize currently embraced initiatives.

To Apply

To guarantee full consideration, the following must be received by November 20, 2009:

- Resume or curriculum vita, preferably in chronological format
- Cover letter, not to exceed five pages, expressing interest in the position and describing how your background is a match
- Names and contact information for at least five professional references
- Electronic transmission of these materials is strongly encouraged

Applications, confidential inquiries and nominations should be sent to:

Marti J. Cizek, President, Cizek Associates, Inc.

2415 E. Camelback Road, Suite 700, Phoenix, AZ 85016

501pvcc@cizekassociates.com, 602-553-1066, 602-553-1166 fax

All inquiries will remain strictly confidential. Only Final Candidate identities will be made public. References will not be contacted without the expressed permission of the candidates selected for interview.

Maricopa Community Colleges is an AA/EEO institution.