



Chabot-Las Positas Community College District | **CHANCELLOR SEARCH**





## The Position

The Board of Trustees of the Chabot-Las Positas Community College District invites applications and nominations for a Chancellor who has a solid track record of demonstrated and competent leadership skills and a passionate belief and commitment to a 21<sup>st</sup> century comprehensive community college mission and to the student success goals which will drive planning and resource allocation in the coming years.

# The District

## Mission Statement

The Chabot-Las Positas District mission is to prepare students to succeed in a global society by challenging them to think critically, to engage socially, and to acquire work-place knowledge and educational skills. It is governed by a seven-member board of trustees elected by the voters of the communities served by the District.

## About the Chabot-Las Positas Community College District (CLPCCD)

CLPCCD serves the East Bay (San Francisco Bay Area), particularly southern Alameda County, and a portion of Contra Costa County through its two colleges: Chabot College in Hayward and Las Positas College in Livermore. CLPCCD is governed by a seven-member board of trustees which is responsible for all policy decisions. Board members are elected from trustee areas by the registered voters of nine communities: Castro Valley, Dublin, Hayward, Livermore, Pleasanton, San Leandro, San Lorenzo, Sunol, and Union City.

Two student trustees serve in an advisory capacity to the elected Board. The District is part of the California Community College system which has 114 colleges in 72 districts, serving over 2.3 million students and is the largest system of higher education in the world.

## CLPCCD Service Area

Over the past 50 years, the District has been a leader in educational innovations that meet the academic needs of over 500,000 residents in the San Francisco Bay Area which is part of a global hub of higher education, technology, bio-technology, manufacturing, health care, and more.

The Chancellor is responsible for overseeing all functions, programs, services and operations of the District’s two colleges—Chabot College, located in Hayward and Las Positas College, located in Livermore. The Colleges serve nine Southern Alameda County communities: Castro Valley,

Dublin, Hayward, Livermore, Pleasanton, San Leandro, San Lorenzo, Sunol, and Union City. Additionally, the Colleges serve nine K-12 school districts.

## CLPCCD Highlights

### Credit Rating Increase

In 2017, Standard and Poor’s raised the District’s bond credit rating from AA- to AA, reflecting the District’s strong financial position and reserves, diverse and growing tax base, local economy and expenditure flexibility allowing for instructional independence.

Meanwhile, Moody’s Investors Services confirmed the District’s Aa2 bond credit rating, its second highest tier, which implies strong creditworthiness. Moody’s also cited the District’s strong socioeconomic profile, strong financial operations, reserves, general fund liquidity and strong management.

### \$950M Bond Measure

The District enjoys strong community support as evidenced by its success in securing two facilities general bond measures. In June 2016, voters passed a \$950M Measure A general obligation facilities bond for Chabot College in Hayward and Las Positas College in Livermore. The bond received a 65% passage from voters in Alameda and Contra Costa Counties. In 2004, the District also secured a \$450M general obligation bond which is currently sunseting.

### Economic Development & Contract Training

The District has a very robust Economic Development and Contract Education and Apprentices Program. Chabot-Las Positas Community College District’s Economic Development and Contract Education (EDCE) department helps the District meet its educational and economic development mission through a variety of offerings, including apprenticeship

administrative support for Chabot College; serving as a fiscal and program manager for county social services, to provide training for people who work with out of home foster children, including staff for community-based organizations, foster parents and social workers. EDCE also assists state-wide initiatives from the state chancellor’s office through administrative and fiscal sponsorship for the Institutional Effectiveness Partnership Initiative, Strong Workforce Program Advanced Degrees for Transfer.

### OSHA

EDCE has hosted the OSHA Training Institute Education Center (OTIEC) at Chabot-Las Positas Community College District since 2007. Headquartered at the District Offices, OTIEC is authorized by Federal OSHA to deliver safety training courses throughout Federal Region IX which includes: California, Arizona, Hawaii, Nevada, Guam, and the Mariana Islands,

including the Outreach 10- and 30-hour courses, required by many employers and job sites. In 2017, the OTIEC ranked fifth of all 27 OTIEC’s nationwide, teaching 2,713 students in 208 courses.

### Tri-Valley One-Stop

The Tri-Valley One-Stop (TVOS) Career Center guides job seekers in their job search, from lay-off to salary negotiation for their new position. Through workshops and one-on-one counseling, they build job seeker confidence and skills so that they are ready to contribute to the local economy. They also assist local employers in recruitment efforts, matching their business needs to qualified job seekers. This past year, TVOS taught 341 workshops to 1,373 unique job seekers, helping 85% of them find work with an average wage of \$27.00/hour.



# Chabot College

Located in one of the Bay Area’s most dynamic regions in the development of technology and international commerce, Chabot College is located in the city of Hayward, dubbed “The Heart of the Bay” because of its convenient location to San Jose, Oakland and San Francisco.

Chabot College, founded in 1961 and located on a 94-acre urban campus, is a comprehensive community college in the heart of a thriving, diverse community where students of all ages and backgrounds can get a high-quality education at an affordable price. Chabot is the birthplace of model student support programs such as the Puente, Umoja, and Early Childhood Mentor-Teacher Programs. Chabot strives to offer not only a variety of student support programs, but also an environment where all students can feel safe and supported.

Chabot College offers educational programs and experiences for students to succeed in their education, progress in the workplace, and engage in the civic and cultural life of the community. Our academic offerings include degrees, transfer programs and certificates to over 14,000 students of diverse backgrounds and cultures, and from all over the world. Chabot College also has a Friends of Chabot Foundation which raises funds to assist and support Chabot College students reach their educational dreams through scholarships.

Academics - *almost 1,000 degrees were awarded to Chabot graduates in 2016-17, the highest number of degrees in over 20 years.*

- Over 60 Associate in Arts/Associate in Science Degree Majors
- Over 20 Associate in Arts/Associate in Science-Transfer Degree Majors
- Over 70 Career Education Programs

### Academic and Student Support Services

- Over 20 comprehensive academic support services including counseling, special needs support programs, mentoring, workshops, computer center, free tutoring, and much more

### Award Winning

- Champion athletic teams
- Nationally recognized STEM (Science, Technology, Engineering and Math), Health, Arts, Career Education Programs
- Puente, Umoja, and First-Year Experience learning communities



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# Las Positas College

Las Positas College (LPC) is located in the Tri-Valley region, 40 miles southeast of San Francisco, in the City of Livermore, amid one of California’s fastest growing regions for business, science, and technology. Gently rolling hills and picturesque vineyards provide the scenic background for the College’s 147-acre campus.

Las Positas College currently enrolls nearly 8,500 day and evening students. The College offers curriculum for students seeking career and technical preparation, transfer to a four-year college or university, or personal enrichment and basic skills. Las Positas College excels in helping students transfer to the University of California system, the California State University system, and other four-year institutions. Currently, LPC has one of the highest transfer rates in the state. The Las Positas College community is supported through the Las Positas College Foundation. The LPC Foundation attracts resources in support of student success through philanthropic investment in scholarships, endowments, bequests and annual gifts.

Academics - *Las Positas College has awarded its highest number of associate degrees for the third consecutive year. The number has nearly doubled from 427 in 2007-08 to 809 in 2016-17.*

- Over 67 Associate Degree Programs (Associate of Arts (AA), Associate of Science (AS), Associate Degree for Transfer (ADT))
- Over 61 Certificate Programs (Achievement & Career)

### Academic and Student Support Services

- Over 20 comprehensive academic support services including counseling, special needs support programs, mentoring, workshops, computer center, free tutoring, and much more
- Nationally recognized Veterans Resource Center
- Puente, Umoja, HSI Gateway to Success and Engineering Technology learning communities

### Award Winning

- Champion athletic teams
- Forensics: debate and individual events
- Nationally recognized STEM (Science, Technology, Engineering and Math), Health, Arts, Career Education Programs



Las Positas College has awarded its highest number of associate degrees for the third consecutive year. The number has nearly doubled from 427 in 2007-08 to 809 in 2016-17.

# Chancellor Profile

As Chief Executive Officer of the District, the Chancellor reports directly to the Board of Trustees and supervises the College Presidents, Vice Chancellors and other departmental staff. The next Chancellor will lead two colleges and a district office of engaged and enthusiastic faculty and staff who are dedicated and committed to providing a culturally responsive environment that provides outstanding educational opportunities for all students.

The District is seeking a leader who demonstrates the following:

### Educational Leadership

- Ability to inspire and lead internal constituencies to collaborate on developing a shared Districtwide vision that advances the organization while honoring the unique qualities of each entity within the District.
- Experience in developing long-range planning that frames the budget process, resource allocation, and education and facilities master planning of the District.
- Ability to collaborate with and provide leadership to the College Presidents to support the Colleges’ primary role of teaching and learning to ensure the highest quality of instruction and student support services within available resources.
- Experience in managing the resources of a multi-college District with a comprehensive understanding of the funding mechanism of California Community Colleges to guide wise decision-making and sound student-centered planning when allocating scarce resources.
- Knowledge of national and state initiatives (College Promise, Strong Workforce Programs, Guided Pathways, Online Education Initiative Consortium, and Adult Education), how they support the state’s “Vision for Success,” and what impacts they have on the Colleges.

- Build consensus through collegial consultation and collaboration to problem-solve and cultivate healthy relationships in a multi-college District.
- Work collaboratively with and provide leadership to District departments to provide efficient centralized resources in support of the Colleges.
- Lead, mentor and evaluate the two College Presidents and four Vice Chancellors.
- Experience with collective bargaining in a multi-college district with an understanding and commitment to mutual gains bargaining.
- Provide guidance, leadership and direction of the \$950M facilities bond program to build and enhance an exceptional learning environment for student learning and success at both Colleges.
- Lead a commitment to advancing the District’s support of diversity and cultural pluralism through ensuring the recruitment, hiring and retention of highly qualified and culturally diverse faculty, administrators and classified professionals in accordance with board policies.
- Experience in providing leadership for the role of technology in higher education, including resource allocation and support of innovative uses of technology to expand services to students, faculty and staff.
- Further spearhead the District’s commitment to participatory governance and the role of all constituents including faculty, administrators, classified professionals and students by ensuring that these constituent groups participate in the decision-making process and in the development of recommendations to the Board of Trustees.
- Advocate for and articulate an innovative vision of the District to the educational, political, business and civic leaders of the local community, the state and the nation.



**Community Leadership**

- Build public-private partnerships locally and regionally to maximize an organization’s impact in the community.
- Develop new sources of external funding; promote income-generating ventures and partnerships with business and industry.
- Strengthen existing ties and/or develop ongoing partnerships with business, industry, local communities, K-12, and other colleges and universities.
- Inspire community leaders and organizations to support and participate in District and College programs and services.
- Encourage District and College leaders to engage with the community and represent the needs of the District and Colleges to the community.
- Provide entrepreneurial leadership on behalf of Chabot College and Las Positas College Foundations.

**Board Leadership and Development**

To ensure the institution is accomplishing its goals for student success, the governing board regularly reviews key indicators of student learning and achievement and institutional plans for improving academic quality.

**The Chancellor should possess to ability to:**

- Establish a strong and trusting partnership with the Board of Trustees and create a culture of mutual respect and open communication between the Board and the Chancellor.
- Actively and regularly communicate with the Board as a whole and individually as necessary.
- Assist the Board in understanding and strengthening their role including setting policy and providing direction for prudent fiscal resource management.
- Direct the preparation of all Board agendas in accordance with applicable laws.

- Provide leadership and professional expertise to assist the Board in annual goal setting, professional development and self-evaluation.
- Ensure that the Board has a code of ethics and conflict of interest policy and individual Board members adhere to the code.
- Ensure that the Board is fully aware of its role and responsibilities in the Accreditation Process.
- Ensure Board of Trustees are knowledgeable on all aspects of accreditation standards.

**Ideal Characteristics:**

The District also seeks a leader with the following personal qualities, skill sets and characteristics:

- A person who is honest and ethical and leads with enthusiasm, confidence, integrity, vitality, and humor, thereby creating an environment that encourages and models mutual respect for all individuals.
- A person who respects institutional traditions and values the opinions and accomplishments of others and is able to instill a climate of accessibility, trust and collegiality.
- A person who speaks effectively, actively listens and takes multiple perspectives into consideration.
- A person with the ability to solve problems creatively, make decisions in a fair and consistent manner and has the ability to communicate the reasons for such decisions.
- A person with well-developed interpersonal skills who will be actively engaged in the needs of two colleges and the unique communities they serve.
- Understanding of and sensitivity to, and respect for the diverse academic, socio-economic, ethnic, religious, cultural backgrounds, disability and sexual orientation of students, faculty and staff.
- A financial leader with experience in performance-based budgeting.
- A skillful communicator in all forms and in all settings.

**Required Qualifications:**

- Earned doctorate from a regionally accredited institution.
- Experience working with Boards of Trustees or comparable governance structures.
- Three to seven years of experience in progressively responsible positions in educational administration. Comparable experience in business, civic, governmental, or non-profit entities will be considered.

**Preferred Qualifications:**

- Experience working in large and complex higher education colleges or systems with an ethnically and racially diverse student body.
- Successful teaching and/or counseling experience in a higher education environment.



# Application Process

This is a confidential search process. To ensure full consideration, application materials should be received no later than **October 31, 2018**. The position will remain open until filled.

**To apply go to [www.acctsearches.org](http://www.acctsearches.org) and upload your documents.**

Candidates will need to have the following information or materials available to complete the application:

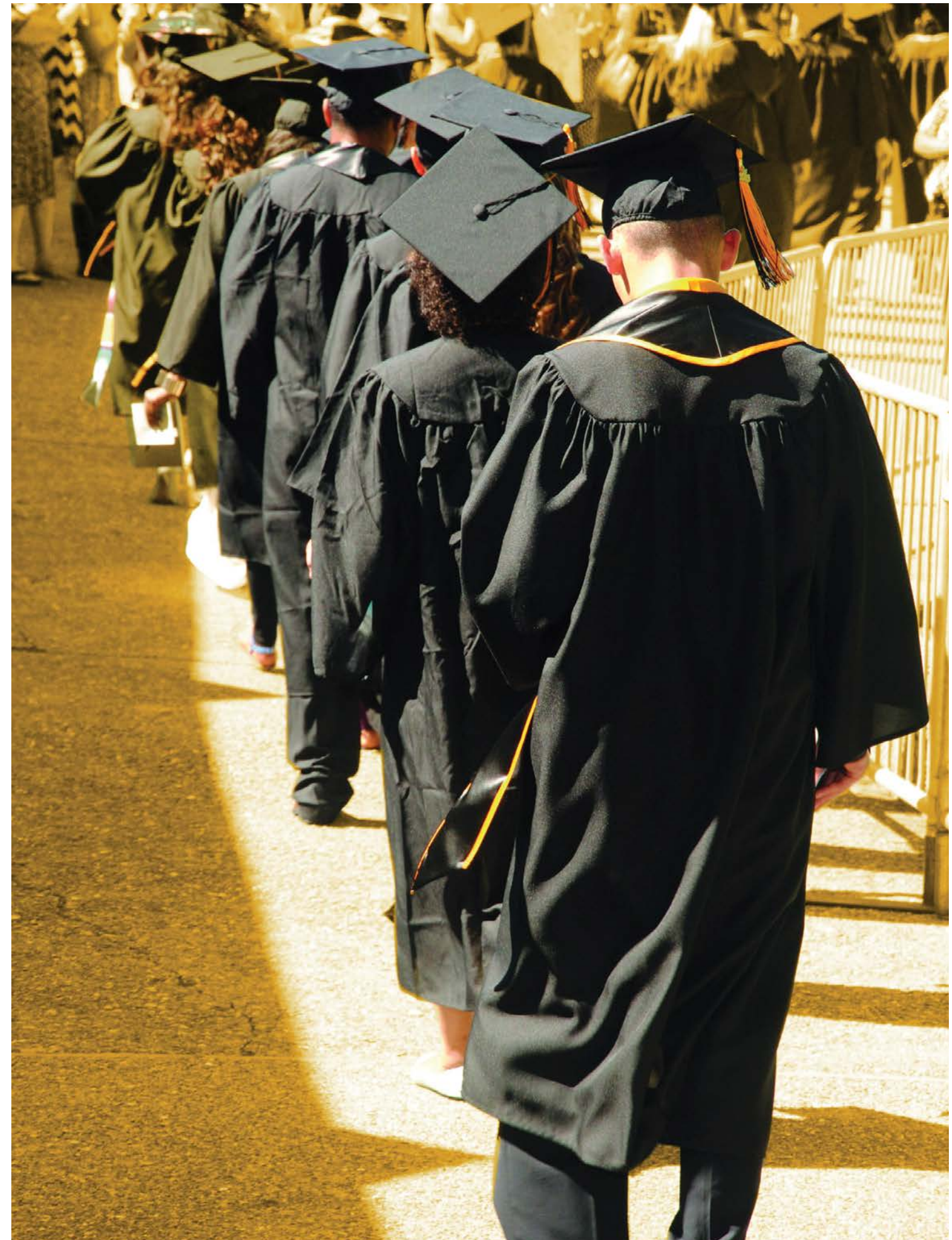
1. A letter of application (not to exceed five pages) that succinctly addresses the opportunities and challenges identified in the Position Profile and demonstrates how the candidate's experience and professional qualifications prepare them to serve as the Chancellor for the Chabot-Las Positas Community College District.
2. A current resume including an email address and cellular telephone number.
3. A list of nine references: We suggest your reference list is comprised of: two to three supervisors, two to three direct reports and two to three faculty and/or staff members from current and former institutions, please include two classified professionals, one of them in a leadership position and/or union president.

For additional information, nominations or confidential inquiries, contact our Association of Community College Trustees (ACCT) search consultants:

- Jose Leyba, Ed.D., ACCT Search Consultant, [leyba.jose@gmail.com](mailto:leyba.jose@gmail.com), 480-620-2480 (cell)
- Julie Golder, J.D., Vice President of Search Services, [jgolder@acct.org](mailto:jgolder@acct.org) 202-775-4466 (office) or 202-384-5816 (cell)

## Equal Employment Opportunity Employer

It is the policy of this 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.





CHABOT  
LAS POSITAS  
COMMUNITY  
COLLEGE  
DISTRICT