Presidential Search

College of the Ouachitas Board of Trustees invites nominations and applications for the position of President with a start date anytime between May 1 - July 1, 2016. The Board is seeking an experienced Chief Executive Officer (CEO) who is a strong advocate for student success, institutional effectiveness, academic quality, and service to the community. The President shall be a mission-minded, dynamic, visionary leader committed to the further development of the College and the communities it serves. The President shall be a model of high ethical and professional standards as a leader who can garner respect while inspiring and motivating the faculty and staff for performance excellence.

Presidential Profile

Desired Skills, Abilities, and Characteristics:

- **Dedication to student-centered learning in an environment of academic excellence; demonstrated success in relationships with faculty, staff, and students; evidence of cooperative partnerships with K-12, business, industry, and other institutions of higher education; respect for College traditions while implementing a vision for the future that advances economic development, higher education initiatives, and opportunities in demand occupations;**
- **Provide leadership, advance diversity, and promote communication in a shared governance environment among the faculty, staff, students, and Board of Trustees;**
- **Effectively represent the College to governmental, professional, and civic organizations;**
- **Be a visionary and creative leader who has an outgoing personality, is a team player, and is a strategic thinker of unquestioned integrity;**
- **Provide overall direction for short- and long-range financial, program, facility, and strategic planning for the College;**
- **Provide overall direction for academic programs to ensure quality instruction while maintaining state program approvals, specialized program accreditation, and regional institutional accreditation;**
- **Possess excellent interpersonal and communication skills as demonstrated by the ability to:**
  - relate to all individuals
  - be an accomplished public speaker
  - be an excellent writer
  - facilitate relationship-building, collegiality, trust with a diverse constituency
  - constantly remind stakeholders of the institution’s vision;
- **Knowledge of governmental funding policies/procedures and experience advocating public policy to state governmental decision-making bodies and political leaders;**
- **Documented senior-level management skills including the ability to organize, motivate, delegate and make decisions; administrative style characterized by enthusiastic leadership and involvement in the community;**
- **Exceptional people skills as exhibited by the ability to communicate with internal and external constituencies, to successfully sell ideas, to motivate listeners, and to persuade others;**
- **Demonstrated budget development and monitoring skills as well as the ability to collect data,**
construct reports, and make extrapolations from that data as part of evidence-based decision-making and strategic planning processes;

- Experience with private fundraising and with managing a Foundation Board;
- Willingness for the President and family to live in the Malvern School District so that professional, personal, and familial contributions can be made to the development of community institutions (public schools, local churches, Boys & Girls Club, local civic organizations, Chamber of Commerce, and other local community-based organizations).

**Challenges and Opportunities:**

- Communicate the institution’s broad community college mission to all constituents;
- Maintain high quality occupational and transfer programs;
- Increase the number and proportion of minority students;
- Increase the number and proportion of minority faculty and staff;
- Increase the number of non-credit, avocational, and personal enrichment courses for adults in the community;
- Maintain and enhance the College’s role as the primary resource for academic, occupational, and economic development education opportunities in the service area;
- Increase the College’s already significant advances in state and national programs related to student success and graduation, in closing achievement gaps for students of color, and in student support services;
- Foster a culture of innovation, initiative, and success across all facets of the institution;
- Develop and maintain a long-range campus master facility plan to accommodate enrollment growth potential in all divisions and to ensure that all facilities meet public higher education and two-year College standards;
- Develop and implement plans to effectively maintain the delivery of quality instruction by full-time faculty and keep instruction delivered by adjunct faculty to less than 50 percent;
- Develop a close working relationship with the district legislative delegation, the leadership staff of the Arkansas Department of Higher Education, the Governor’s Office staff, and members of the Higher Education Coordinating Board to secure an increase in state funding, currently at 73 percent of the adequacy formula, to at least the average formula funding percent of the 22 public Colleges.

**Desired Minimum Education and Experience:**

- Earned doctorate degree in higher education administration, community college leadership, education administration, or similar major from a regional and/or Council for Higher Education Accredited (CHEA) university is highly preferred; at least five years of progressively more responsible education executive-level administrative experience with heavy budget, supervisory, planning, and advocacy responsibilities is required;
- Significant professional experiences that demonstrate knowledge and support of the teaching/learning process as well as an overall understanding of the unique role played by technical and community colleges.

**Compensation:**

Salary and some benefits are negotiable and competitive. Standard benefits for all College employees are indicated below.
Benefits:
The College offers excellent benefits that include medical insurance, life insurance, a cafeteria plan, retirement plan options, vacation and sick leave pay, and COTO tuition waivers. Several group medical insurance options are offered through the State Employee Insurance program and most of the premium of the employee-only plan is paid by the College. A $10,000 term life insurance policy is provided at no cost to the employee and additional term life coverage is available at the employee’s expense. A cafeteria plan is also offered which includes pre-tax payment of insurance premiums, a flex-med plan and a dependent day care plan. Two defined-contribution alternate retirement plans are provided by VALIC and TIAA/CREF. Twenty percent of gross annual pay is placed into employees’ selected retirement plan of which 6 percent is contributed by the employee and 14 percent is contributed by the College. Sick leave is earned at 8 hours per month; vacation leave starts at 8 hours per month and increases up to a maximum of 15 hours per month based on years of service. Annually, twelve paid holidays are also recognized by the College. Employees and their legal dependents receive tuition and fee waivers for the College’s credit courses.

Additional Information. To make general inquiries regarding College of the Ouachitas, please visit the College website at www.coto.edu or contact Ms. Kori Clayton, HR Manager, Tel: (501) 332-0221, Email: hr@coto.edu.

Submission Procedure

All applications shall be handled in strict confidence. Only the two to five finalists that the Search Committee recommends to the Board of Trustees will be made public and then only with the prior written approval of the candidates. Please submit all application materials electronically to The PACE Group at coto@thepacegroup.com.

To apply, please submit the following documents:

1. A letter of application addressing the challenges, opportunities and characteristics in the position profile (not to exceed three pages);
2. A current resume that includes an email address and phone number (not to exceed five pages);
3. A Candidate Summary Form (please download the form at www.coto.edu under the Presidential Search pages);
4. A list of five to eight references including telephone numbers, email addresses, other contact information, and information on how the reference knows the candidate (not to exceed two pages).

Applications will be accepted until the position is filled; the Search Committee begins deliberations on March 1, 2016, therefore, to ensure full, priority consideration, applications should be submitted by that date. The start date for the new President is approximately July 1, 2016. COTO is an equal employment opportunity affirmative action institution and minorities are urged to apply.

College Profile

College of the Ouachitas is a public, comprehensive, community-based, two-year institution of higher education that provides associate degrees and certificates in a quality, academic environment that is focused on student success and on the economic development needs of the communities it serves. The College offers more than 50 programs of study in academic, career, and technical disciplines to approximately 3,500 credit, non-credit, workforce, and adult education students. It serves the culturally and economically diverse population of its five-county service area in south central Arkansas. The Board of Trustees seeks an experienced higher education executive to serve as its dynamic, innovative and energetic leader.
The College serves a rural, five-county service area (approximate population of 190,000, approximate median income of $33,400). As directed by its mission, the College “continually identifies and addresses the changing learning needs of the communities it serves.” Annual enrollments include over 1,800 credit and 1,600 non-credit students. Institutional mission documents are available at www.coto.edu/pages/our_mission.

The single-campus College offers approximately 50 credit programs for career development and for transfer within four academic divisions: Allied Health Sciences, Applied Sciences, Arts and Sciences, and Business Technology. Through concurrent enrollment partnerships, transferrable general education courses are offered on area high school campuses. Certificates of Proficiency, Technical Certificates, and Associate degrees are granted to program completers. The College also offers a variety of career and technical courses to approximately 350 area high school students through the on-campus secondary career center.

Non-credit, customized workforce development opportunities, personal enrichment courses, and adult education programs are also provided. The College is the sponsoring agency for the off-campus Hot Spring County, Clark County, and Grant County adult education programs and graduates over 50 GED students annually.

Credit enrollment in Fall 2015 was 1,346 students in 10,940 student semester credit hours, a full-time equivalent of 729.3 (SSCH/15). Of these students,

- 37 percent were full-time
- 59 percent were female
- 86 percent were Caucasian, 11 percent African-American, 4 percent Hispanic, 4 percent two or more races, 1 percent other ethnicities
- 86 percent enrolled in eligible programs received financial aid
- 82 percent of first-time entering students placed into one or more development areas
- 39 percent were concurrently enrolled high-school students
- Mean age was 23 (27 years of age when excluding high-school students)
- 23 percent were enrolled in one or more online classes
- 42 percent of College-matriculated students were declared to an associate of arts degree, 11 percent to the practical nursing technical certificate, 15 percent to the associate of applied science degree in nursing, with the remaining in a variety of certificate and associate degree programs

The College does not offer campus housing or athletic programs and is located on a 40-acre tract inside the Malvern city limits. The institution is state supported and has no local tax base.

The 2015-2016 budget is $12.5 million. Approximate revenue sources are as follows:

- 24 percent tuition and fees ($3.0 million)
- 37 percent state appropriations ($4.7 million)
- 30 percent grants/contracts ($3.8 million)
- 8 percent other sources of revenue ($1 million)

College of the Ouachitas’ five-county service area is located in south-central Arkansas. The counties include Clark, Dallas, Grant, Hot Spring and Saline. The percentage of minorities in the service area is approximately 13 percent; the percentage of African Americans in the City of Malvern (approximate population 10,900), is 35 percent.
The College received national recognition in 2012 and 2013 by serving as an Achieving the Dream Leader College and was recognized for demonstrating sustained improvement and accomplishments on key student achievement indicators, including student persistence and completion. Achieving the Dream is a national nonprofit dedicated to helping more community College students, particularly low-income students and students of color, stay in school and earn a College certificate or degree. Its model of institutional improvement focuses on a culture of evidence in which data and inquiry drive decisions.

In 2013, College of the Ouachitas was ranked as a Top Ten Community College in the Nation according the Aspen Institute of College Excellence, which recognizes “high achievement and performance in the nation’s community colleges.” In 2015, the College received the prestigious Governor’s Quality Award at the Commitment Level. The Program was developed to provide opportunities for all organizations in the state to measure their progress in the journey of performance excellence.

State law charges the Arkansas Higher Education Coordinating Board (AHECB) with the coordination of higher education in Arkansas and with “…an orderly and effective development of each of the publicly supported institutions of higher education.” The AHECB is comprised of 12 members who are appointed by the governor to staggered, six-year terms.

The Arkansas Department of Higher Education (ADHE) serves as the administrative staff for the Coordinating Board. In addition to its development and implementation of AHECB policies and procedures, ADHE reviews and approves academic programs; administers statewide financial aid programs; recommends operating, capital, and personal services budgets; and collects and reports student, course, and faculty unit-record data as part of a statewide database.

College of the Ouachitas is governed by a seven-member Board of Trustees appointed by the governor to staggered, seven-year terms. The president serves as the College’s CEO.

The College has been affiliated with the Higher Learning Commission (HLC) since February 1994 when it became a Candidate for Accreditation under what was then the North Central Association, A Commission on Institutions of Higher Education. Initial accreditation was granted in February 1996; the College received continued accreditation in 2001 and 2010 for a period of 10 years each.

**College History**

**College of the Ouachitas** began its history in 1969 as Ouachita Vocational Technical School. It was accredited by the Arkansas Board of Vocational Education as an “adult postsecondary technical school” under standards promulgated by the U.S. Department of Education. In 1991, the school became an institution of higher education when state legislation mandated the transfer of the majority of the state’s vocational technical schools to the auspices of the State Board of Higher Education (forerunner of the Arkansas Higher Education Coordinating Board). This action was taken to provide citizens with greater accessibility to higher education, to expand general education and transfer programs, and to develop technical training in closer cooperation with business and industry.

On July 1, 1991, the institution became Ouachita Technical College, and the charter Board of Trustees was appointed by then Governor Bill Clinton. This Board hired the first president in August 1992. The College entered into a contractual agreement with Henderson State University, a neighboring and HLC-accredited institution, to deliver the general education courses in order to provide students with
immediate transferability of credits. The College assumed delivery of general education in the summer of 1994 after achieving HLC- NCA candidacy status.

In May 2009, after reviewing the mission and strategic planning performance indicators, the Board of Trustees mandated a name-change study. The Board felt a name to better communicate the comprehensiveness of the mission should be investigated. After a year-long process involving College and community stakeholders, the Board selected “College of the Ouachitas” as the name to be proposed to the State legislature. The resulting Senate Bill 384, sponsored by Senator Mike Fletcher and Representative Loy Mauch, passed unanimously and was signed into law by Governor Mike Beebe on March 20, 2011, and become Act 208 of the 88th Arkansas General Assembly. The name change became official on July 1, 2011.

Community Profile

College of the Ouachitas is located in Hot Spring County within the City of Malvern and nestled adjacent to the Ouachita River and in the foothills of the Ouachita Mountains. Malvern is a warm, friendly community located just off of Interstate 30 (Exit 98), 20 minutes east of Hot Springs and approximately 45 minutes south of Little Rock. This growing, progressive community offers the best of the Natural State. The gentle rolling hills, peaceful forests, sparkling lakes, and clean rivers make the area a haven for outdoor activities.

The Ouachita River Trail, located within the city limits, is attractive to pedestrians and cyclists. It provides easy entry to the river for fishing, floating, swimming, and scenic views of the Rockport Ridge rapids. This trail and accompanying boat ramp provide accessibility to the river’s “Rockport Ledge” where it is common to see kayakers honing their skills on the upper shelf. This area is also a popular destination for floaters who begin the six-mile run from Remmel Dam below Lake Catherine.

Lake Catherine, another popular local destination for water enthusiasts, is also near Malvern. It is one of the five Diamond Lakes found in adjacent counties within the Ouachita Mountains. Lake Catherine is home to a State Park that features campsites, cabins, fishing, water sports, trails, a waterfall, and more.

The population for the City of Malvern is 10,318, with more than 30,000 in Hot Spring County. The population in the Malvern School District is approximately 14,000 (includes cities of Malvern, Perla, Rockport and other outlying areas.)

The local hospital, Baptist Health Medical Center – Hot Spring County, provides healthcare to the community. Malvern Municipal Airport, with an instrument landing system (ILS), serves the Malvern area. The Mary Cheatham Malvern-Hot Spring County Library not only provides programs and services for the community, but functions as the seat for the four county region of Dallas, Grant, Cleveland and Hot Spring County.

Malvern is home to several manufacturing companies that include Flakeboard, Borden Chemical, Adams Face Veneer, Pactiv Corporation, Reynolds Aluminum, Sykes, and Anthony Timberland. It is also home to Grapette International, manufacturer of the famed grape-flavored soda. Additionally, three Acme Brick manufacturing plants are located within the community. This led to the city’s claim as the “The Brick Capitol of the World” and prompted “Brickfest,” an annual, three-day community festival now in its 36th year. Other major employers include Arkansas Department of Corrections – Ouachita River Unit and Arkansas Department of Community Corrections – Omega Center.
**Malvern Schools**

The Malvern School District strives to provide a learning environment that is inspirational for students and staff, ignites a passion for teaching and learning, sets goals for the district, evaluates their successes, redirects them when necessary toward their goals, builds partnerships with the community, industry, and parents, and creates a desire to continually improve the district. The racial percentages for the District are:

- Caucasian: 63%
- African-American: 30%
- Hispanic: 5%
- Other: 2%

Malvern students are educated in four facilities. Malvern Elementary School serves 984 students in grades K-4; Wilson Intermediate School serves 293 students in grades 5-6; Malvern Middle School serves 284 students in grades 7-8; and Malvern High School serves 549 students in grades 9-12. A variety of extra-curricular activities and organizations are offered, and an active athletic department manages a variety of sports teams known as the Malvern Leopards.

The Malvern School District has a clear plan with goals for classroom instruction and provides a staff and faculty that are energetic, passionate, knowledgeable, caring/loving. Students receive an education that prepares them for all aspects of life. Additional information is available at [www.malvernleopards.org](http://www.malvernleopards.org).

Other nearby school districts in the area include: Magnet Cove, Glen Rose, Ouachita, Bismarck, and Poyen. Each of the other four counties in the service area has multiple school districts as well.

**Conclusion**

**College of the Ouachitas** is a dynamic and developing institution. Its internal and external stakeholders are committed to attracting a knowledgeable, caring, engaged, and energetic president to lead the College into the future. The next president will be a visionary and proven leader who will work collaboratively within the College and the community to guide further student success, economic advancement, and community development.