



COLLEGE OF SOUTHERN NEVADA

EXECUTIVE SEARCH PROFILE

CAMPUS VICE PRESIDENT - CHARLESTON

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The College of Southern Nevada seeks applications for the position of Charleston Campus Vice President. Reporting to the President, the Charleston Campus Vice President serves as the head of the campus management team, aligns campus goals and activities to the overall mission and vision of the College, and meets the unique needs of the respective service area.



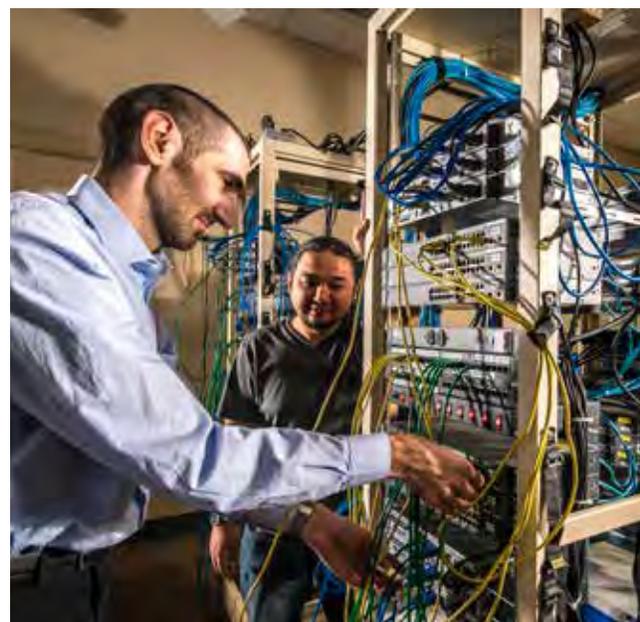
ABOUT CSN

The College of Southern Nevada is a comprehensive, multi-campus community college and the largest and most ethnically diverse institution of higher education in the state of Nevada. The college is designated as a Hispanic Serving Institution (HSI) and a Minority Serving Institution (MSI) by the U.S. Department of Education. CSN is one of four community colleges within the Nevada System of Higher Education, which also includes two universities, a state college and a research institute.

Founded in 1971, CSN is the largest college in the state, operating in over 50 locations including three main campuses and eight learning centers in Clark County, covering over 8,000 square miles. CSN educates more than 50,000 unique students annually in credit, non-credit and workforce development programs. Three of every four students attend part time, 57 percent are female, and nearly two-thirds are students of color. Accredited by the Northwest Commission on Colleges and Universities, CSN offers educational opportunities in more than 70 academic programs featuring more than 180 degrees and certificates (25 degrees and certificates available entirely online), including seven bachelor's degrees.

The College's Charleston Campus is located in the city of Las Vegas. The campus is situated on a 76-acre parcel and has 743,000 square feet of academic, student service, and support space. The Charleston campus is home to the Ralph & Betty Engelstad School of Health Sciences, which houses cardio-respiratory sciences, nursing, surgical technology and sonography. Dental assisting and hygiene programs, along with a state-of-the-art veterinary technology program, are located on this campus alongside general education classrooms and science labs. Executive administration, the CSN Foundation and human resources offices are located on this campus as well. In addition, slated to open on each campus in the fall 2019 semester are brand-new student unions, which will include food courts, meeting rooms, study space, courtyards, student government offices, advising offices, a multicultural center and other student services.

The campus location is home to unique partnerships with Clark County Library District, KNPR, southern Nevada's public radio station, and City of Las Vegas Fire Station 6 that also serves as a learning laboratory. Located adjacent to Bonanza High School, the Charleston Campus houses CSN High School West, a collaboration with the Clark County School District, that ranks among the highest achieving schools in the nation.



ABOUT CSN



HISTORY

Clark County Community College opened its doors to 402 southern Nevada students in August 1971 and enrollment grew rapidly. By the early 1990s more than 20,000 students studied at what was then called the Community College of Southern Nevada. In 2007, the name was changed again, this time to the College of Southern Nevada to reflect the addition of niche bachelor's degrees. Today, CSN serves more than 35,000 students across the Las Vegas Valley each semester. Each of CSN's campuses in Las Vegas, North Las Vegas and Henderson cover approximately 80 acres, with other sites and centers throughout southern Nevada. CSN specializes in two-year degrees, niche bachelor's degrees and workforce development that lead directly to high-demand careers or transfer to a university. The College has become an economic force within the region, with an estimated \$988 million annual impact.

INNOVATION FOR REAL-WORLD APPLICATION

CSN provides a grounded education based on real-world applications for real life. An academic curriculum, diverse programs and hands-on teaching delivery allow students to learn and apply practical solutions for their educational success and personal growth. The College provides excellence in teaching with an innovative, student-centered education through active learning and appropriate technology. The faculty steps outside traditional approaches, consistently demonstrating an adventurous and entrepreneurial spirit while the facilities reflect the College's commitment to the latest in technology. CSN provides access for all to higher education, regardless of age, race, ethnicity or economic barriers. The college community is a welcoming one for a wide range of students, faculty and staff.

ABOUT CSN



CSN creates opportunities and enriches lives with inclusive learning and working environments that support diversity and student success. Situated in the greater Las Vegas metropolitan area, CSN's mission ensures the College serves the diverse educational needs of the communities and businesses within the southern Nevada service area.

An Institutional Advisory Council helps link the College to the community it serves and to anticipate regional educational trends. The council, comprised of community and business leaders, provides input on college operations to the College President and state higher education officials.

The College's Division of Workforce and Economic Development helps meet the training needs of southern Nevada's workforce and employers.

The Division is an entrepreneurial and self-supporting arm of CSN that works with the region's business and key industry sectors in the assessment, design and implementation of customized curricula and training programs. It also provides services to students, employers, employees and adult learners seeking education opportunities, new skills and career advancement.

CSN is a growing and influential network that enables students, faculty, staff, alumni and friends to advance personally, professionally and intellectually. Its vibrant network of people and programs creates lifelong benefits for all students. As the communities of southern Nevada continue to grow in both population and diversity, CSN's commitment is to remain highly accessible to serve the diverse needs of an increasing population.



LOCATION



The selected candidate will discover an environment where professional satisfaction and career achievement are paired with optimal quality of life in a locale with abundant opportunities for work and play. Las Vegas has drawn millions of visitors and trillions of dollars in wealth to southern Nevada, and the economy is on the rise, named the No. 11 “Best City to Start a Business” by Forbes in 2014. Las Vegas is an excellent base camp for outdoor recreation. Nearby popular hiking and rock-climbing spots include Lake Mead National Recreation Area, Red Rock Canyon National Conservation Area, Spring Mountain Ranch State Park and Valley of Fire State Park. Residents enjoy pleasant suburban communities, including the cities of North Las Vegas and Henderson, world-class restaurants and beautiful parks. Las Vegas features an ultra-reasonable cost of living, with affordable prices on everything from housing to utilities to groceries compared to most

major cities across the nation. Thanks to its mild winters and ample sunshine, Las Vegas appeals to a variety of age groups, from retirees to millennials. There are plenty of kid-friendly activities available to keep families busy including Springs Preserve, which offers family-friendly events, in addition to its museum exhibits, botanical gardens and unique, desert-themed playground. It’s all here for the academic executive professionally prepared to step up to this key leadership role.



POSITION DESCRIPTION



The Charleston Campus Vice President facilitates the transition to a multi-campus district and performance-based organization, ensuring a consistent student experience at all CSN campuses. The position is accountable for key outcomes related to the strategic leadership of the campus, serves as the head of the campus management team, aligns campus goals and activities to the overall mission and vision of the College, and meets the unique needs of the respective service area.

The Charleston Campus Vice President, in collaboration with the CSN Vice Presidents, has budgetary oversight of resources in support of campus operations, programs and services, and is responsible for maximizing efficiencies and effectiveness. In a matrix organization, the Charleston Campus Vice President provides leadership and coordination for all campus and service area support services; educational, workforce and personal enrichment programming and scheduling; campus life and multicultural activities; campus events; and safety and security activities. The Charleston Campus Vice President makes significant improvements in the fulfillment of CSN's institutional outcomes at a learning-centered college, to provide leadership for a dynamic campus that is growing rapidly in response to the community's needs, and to fully engage with a diverse community to increase access to higher education and enable greater economic mobility.

The Charleston Campus Vice President is responsible for continuously improving campus programming and operations to serve the needs of students, ensuring a consistent student experience across all campuses. Reporting to the President and a member of CSN's executive team, the position is committed to the mission and vision of CSN. A central responsibility is to bring a focus to equitable student success as it relates to instruction and campus climate to this rich, culturally diverse, comprehensive campus. The position is accountable for key outcomes related to: 1) the college management team, 2) relationships with internal and external stakeholders, and 3) the CSN strategic plan. The Charleston Campus Vice President manages and works for the success of attached learning centers. The person in this role serves as a community and college leader for day-to-day operations, supervises the selected leadership team assigned to the campus (and attached learning centers), and performs other duties as assigned.

POSITION DESCRIPTION



CHALLENGES

- Establish effective coordination and collaborative approaches with internal and community stakeholders to ensure consistent information is shared within the College, and with its leadership and the community.
- Act as an advocate by promoting the mission of the College and sharing information to ensure that all necessary individuals and entities have current and accurate information about the College.
- Optimize Students First initiative by delivering cohesive and coordinated programs and initiatives utilizing the strengths of a matrix reporting organization and ensuring that students have a consistent experience across all campuses.

OPPORTUNITIES AND EXPECTATIONS

- Effectively utilizing the matrix reporting organizational structure, engage in high-level, long-range and strategic planning to ensure the most optimal use of the human, technological, and fiscal resources of the College and the applicable external and internal communities of interest in order to advance the Students First mission of CSN.
- Create and foster an organizational structure that supports operational excellence and promotes optimal efficiency.

POSITION DESCRIPTION



Vision and Planning in Collaboration with Vice Presidents:

- Creating a climate of open and effective communication
- Developing strong partnerships with community stakeholders
- Leading the campus in the implementation of compliance activities, including but not limited to NSHE mandates, substantive change documentation and planning
- Leading the campus in developing unique and compelling vision for its service to students and community
- Coordinating and collaborating with the CSN Foundation for resource support, fund- and friend-raising
- Working collaboratively with faculty and staff in campus planning and implementing the CSN Strategic Plan
- Working collaboratively with other campus Vice Presidents, faculty leadership and the Institutional Advisory Council as needed
- Participating as a member of the College Leadership Council and Vice President's Council

Teaching and Learning in Collaboration with Vice Presidents:

- Promoting and supporting the learning-centered concept and working in a collaborative relationship with all Vice Presidents and Deans
- Developing and building education pathways and new certificate and degree programs for students
- Promoting dual and concurrent enrollment as well as the Community College High School for the campus
- Committing to a campus environment that encourages and enables faculty to create positive learning environments
- In collaboration with the Vice President of Academic Affairs, guiding the class scheduling process
- Promoting learning assessment

Student Services in Collaboration with Vice Presidents:

- Supervising and monitoring the campus student experience, including student life and activities and code of conduct
- Engaging diversity activities and events that promote an inclusive campus climate
- Monitoring academic integrity and the consistent student experience for optimal service to students

Personnel Management and Development in Collaboration with Vice Presidents:

- Building and leading an effective campus leadership team to fulfill the College's vision
- Creating developmental opportunities to offer personal and professional growth for campus stakeholders
- Serving on or chairing college councils or committees as required
- Promoting the development of adjunct faculty

Financial Management:

- Responsible and accountable in building budgets for programs, departments, schools and the campus
- Holding constituents and stakeholders accountable for adherence to budgets

The position reports to the College President and works in collaboration with other Vice Presidents.

POSITION DESCRIPTION



Minimum Qualifications

- Master's degree in business, higher education administration or related field;
- Seven years of progressively responsible experience as a leader in higher education, government, business or community organization of comparable size and complexity;
- Strong leadership skills that promote integrity, inclusion, growth, innovation and accountability;
- Experience and skill in examining operations and procedures, formulating policy and developing procedures;
- Experience consulting with faculty, administrators, staff and students; listening and applying recommendations;
- Knowledge of college curricula and instructional programs, as well as accreditation standards;
- Knowledge of budgeting principles and practices;
- Strong interpersonal and communication skills and the ability to work effectively with varied constituent groups and individuals from diverse backgrounds in an enriching, diverse community;
- Ability to interact with elected officials;
- Knowledge of and ability to work with Foundation goals;
- Ability to interpret financial data and manage resources;
- Ability to understand and advance a multi-ethnic learning environment;
- Ability and commitment to work with diverse functions, competing interests and limited resources to help students succeed with their educational objectives;
- Knowledge of student-related issues.

Preferred Qualifications

- Doctorate degree in business or higher education administration or related field;
- Knowledge of the community college mission and experience working in a similar environment;
- Familiarity and understanding of a collective bargaining setting;
- Experience in a publicly funded higher education institution.

KEY STATISTICS

INSTITUTIONAL STATISTICS



State Operating Budget (FY19): \$150,671,866.00

Student Enrollment (Fall 2018) FTE: 19,155.7
Headcount: 35,103

Non-Credit Enrollment (Fall 2018) 3,291



Full-time Teaching Faculty (FY18) 537



Full-Time Non-Teaching Employees (FY18) Administrative: 294
Classified: 377

Number of Part-Time Faculty (Fall 2018) 1093

Full-Time Employee Diversity Statistics (FY18) Male: 43.8% Female: 56.2%
White: 59.6% Non-White: 40.4%

CAMPUS STATISTICS (CHARLESTON CAMPUS, FALL 2018)



Student Enrollment FTE: 5,848.3
Headcount: 14,148

Student Gender Male: 39.8% Female: 60.2%

Student Ethnicity Hispanic: 32.7% White: 26.8%
Asian: 14.5% African American 10.4%
Pacific Islander: 1.6% Other/Unknown: 14%

APPLICATION PROCEDURES



The College of Southern Nevada has retained the executive search services of Gold Hill Associates to assist in the recruitment and evaluation of potential candidates for the Charleston Campus Vice President position. The position description can be found at www.csn.edu/charlestonvp. Submission of application materials will be accepted **only by email to: dennis@goldhillassociates.com**.

To ensure full consideration, application materials should submit the following no later than March 29, 2019:

1. A cover letter addressing the candidate's qualifications and experience.
2. A current resume or CV
3. Reference contact information (required only for those selected as semi-finalists)

FOR FURTHER INFORMATION:

Dennis Michaelis, Ph.D.
Search Consultant,
Gold Hill Associates
dennis@goldhillassociates.com
254-297-9896

COLLEGE OF SOUTHERN NEVADA

The College of Southern Nevada is committed to providing a place of work and learning free of discrimination on the basis of race, color, national origin, disability (whether actual or perceived by others), religion, age, sex/gender (including pregnancy related conditions), sexual orientation, gender identity or expression, genetic information, veteran status (military status or military obligations) in the programs or activities which it operates.

GOLD HILL ASSOCIATES

Gold Hill Associates is dedicated solely to community college executive searches. Operating since 1990, Gold Hill Associates has assisted over 100 community colleges in searches for new presidents and executives. We are the most comprehensive independently owned community college executive search firm in the country. We work in colleges throughout the country, from small rural institutions to sizeable urban multi-college districts. Our search procedures are effective and rely on input from all college constituencies. At all times, we respect the need for confidentiality and ensure all applicants that their application materials will be honored as such.