



Presidential Search 2024 Position Prospectus

Presidential Search

Westmoreland County Community College, one of 15 community colleges within the state of Pennsylvania, seeks a passionate, dynamic, engaging, and learning-centered leader to serve as its next President. The successful candidate will possess a demonstrated ability to identify strategic goals, effectively communicate them, and translate them into action. The President will work toward student success goals by engaging with the community and ensuring college programs are innovative, meet community and student needs, and have high educational and economic value. The President will also be highly collaborative with other presidents within the PA Commission for Community Colleges.





About Westmoreland County Community College

Founded in 1970, Westmoreland County Community College lives its mission of improving the quality of life in its surrounding communities through education, training, and cultural enrichment. The college serves approximately 3,000 full- and part-time students across eight locations in Westmoreland, Fayette, and Indiana counties and offers more than 100 associate degree, diploma, and certificate programs. A comprehensive community college, Westmoreland prepares students for careers in a diverse array of fields or to transfer into baccalaureate degree programs at four-year institutions. The college is also committed to helping learners re-skill and up-skill in response to industry needs as well as providing personal enrichment opportunities for all members of the community.

The Youngwood Campus boasts updated facilities, including a Health and Culinary

Center that houses academic and administrative offices, classrooms, laboratories, a top-of-the-line culinary arts complex, a dining facility, and several multipurpose rooms that provide settings for a variety of conferences and seminars for business and industry. The Health and Culinary Center is also home to five High-Fidelity Nursing Simulation Labs. Also located on the Youngwood Campus is a state-of-the-art Science Innovation Center, a popular 425-seat theater that hosts both college and community events, and a Student Achievement Center that houses classrooms, academic offices, study areas, the Library, a 300-seat amphitheater, the College Store, a café, a gymnasium, an indoor running track, and a fitness center. Also located in the Student Achievement Center is the college's Event Center, which is used for college activities and also available for public use.

The college also has responded to the needs of its large service region by offering fully-outfitted locations across southwestern Pennsylvania conveniently situated in the towns of Latrobe, Murrysville, New Kensington, Indiana, and Uniontown. Additionally, the college's Public Safety Training Center in South Huntingdon Township has emerged as a premier, in-demand training ground for the region's firefighters, police officers, emergency service personnel, and even federal law enforcement agencies. The college is also home to a 73,500-square-foot Advanced Technology Center (ATC), which offers credit programs, continuing education, and contract training for industrial technology and manufacturing occupations. The ATC also houses the Westmoreland Makerspace District, a business accelerator for local, national, and global businesses and start-ups. Through the

ATC, the college has forged partnerships with world-renowned institutions, including Carnegie Mellon University and MIT. Westmoreland's academic programs are exceptionally strong, and in 2023, the college received a glowing report as well as reaffirmation of its accreditation from the Middle States Commission on Higher Education. The College's Culinary Arts, Dental Assisting, Dental Hygiene, Medical Assisting, and Nursing programs all enjoy programmatic accreditation, as well. Since its founding, Westmoreland County Community College has continued to evolve to serve the community's needs, thanks in large part to a strong culture of philanthropy, partnership, and collaboration. For more information about the college, please visit <https://westmoreland.edu>.





Mission

Westmoreland County Community College improves the quality of life in the communities we serve through education, training and cultural enrichment.

Vision

Westmoreland County Community College is recognized as a premier institution of higher learning focused on student success, workforce development, economic growth and cultural experiences.

Values

Teaching and Learning: We are committed to excellent instruction and lifelong learning.

Innovation and Creativity: We are committed to creativity, new ideas and the advancement of art, culture and technology.

Equity and Inclusion: We are committed to an educational and workplace environment where all are treated with dignity and respect.

Collaboration and Teamwork: We are committed to cooperation within our college and to strong relationships with employers, school districts and other community partners.

Accountability and Integrity: We are committed to high, ethical educational standards.

Social Responsibility and Stewardship: We are committed to principles of service and good citizenship.

Governance

The Board of Trustees of Westmoreland County Community College constitutes the governing body of the college, and is empowered to govern, operate and maintain the college under and in accordance with the Act and the policies, standards, rules and regulations which may be adopted, from time to time, by the Pennsylvania Department of Education.

The Board of Trustees is composed of 15 voting members who are appointed by the Board of Commissioners of Westmoreland County for terms of six years each. A Trustee may serve successive terms and each Trustee must continue to serve until a successor has been appointed and duly qualified. The President attends all meetings of the Trustees and may be heard on matters before it, but has no right to vote on any matter.

The Board of Trustees recognizes the value to governance of public comment and involving members of the public in Board meetings. In order to permit fair and orderly expression of public comment, the Board provides an opportunity at each regular and special meeting of the Board for the public to comment on official action or deliberation prior to the consideration of agenda items.



Finances

For FY23, of the approximately \$35 million-dollar budget, state appropriation funds total \$12.9 million, with tuition and fees comprising \$16.9 million. Westmoreland Community College has an integrated budget and finance system and has recently adopted Anthology Finance as its software.



The Foundation

Established in 1986, the Westmoreland County Community College Educational Foundation is dedicated to the mission, vision and values of our College and the community we serve, through community awareness, advocacy and financial support.

The Foundation is focused on securing philanthropic support to ensure that the vision of the President and Board of Trustees comes to fruition. Additionally, the Foundation reduces financial barriers to education for Westmoreland learners through scholarships and programmatic support.

During the 2023-2024 academic year, the Educational Foundation provided close to \$161,000 in scholarship support for students studying at Westmoreland.

In addition, the Educational Foundation has raised more than \$9.3 million in the past three years to help provide funding for the many new and innovative programs offered at Westmoreland.



Accreditations

Westmoreland County Community College is accredited by the Middle States Commission on Higher Education (MSCHE). The Commission on Higher Education is an accrediting agency recognized by the U.S. Secretary of Education and the Council for Higher Education Accreditation.

Programs at the college are approved by the Pennsylvania State Department of Education for veteran's educational benefits. In addition, the following programs carry specific accreditation/approval by certifying/accrediting organizations:

- Culinary Arts, AAS and Baking and Pastry, AAS programs (Apprenticeship and Non-Apprenticeship) are accredited by the Accrediting Commission of the American Culinary Federation Education Foundation (ACFEF). These programs have been identified by the ACFEF as "Exemplary" and have received a Grant of Accreditation and Exemplary status through December 31, 2027.
- Dental Assisting and Dental Hygiene programs are accredited by the Commission on Dental Accreditation of the American Dental Association, a specialized accrediting agency recognized by the U.S. Secretary of Education and the Council for Higher Education Accreditation.
- Medical Assisting, Diploma, is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP) (www.caahep.org) upon the recommendation of the Medical Assisting Education Review Board (MAERB).
- Nursing, AAS program is approved by the Pennsylvania State Board of Nursing. The Nursing, AAS program is accredited by the Accreditation Commission for Education in Nursing (ACEN).



Westmoreland County Community College Serves...

- High school students taking college courses through College in the High School and Early College
- Traditional students who are just graduating from high school
- Adult students, career changers, career advancers, displaced workers, and adults seeking career training to advance their goals
- Business community seeking customized short-term training
- College graduates seeking career training/retraining

Enrollment

- Fall 2023 Head Count: 4,275
- Full Time: 29%
- Part Time: 71%

Demographics

- Gender: 66% Female, 34% Male
- Average Age: 22
- Median Age: 19
- Age Range: 14-70



Programs and Course Offerings

Credit Information

Westmoreland County Community College offers 63 associate degree, 18 diploma, and 49 certificate programs with options that prepare students for careers upon graduation or for transfer to bachelor's degree programs at four-year institutions.

Degrees granted:

Associate of arts degree, associate of fine arts degree, associate of science degree, associate of applied science degree, diploma, and certificate.

Academic Calendar:

- 15-week, 12-week & 8-week sessions (fall & spring)
- One 10-week, one 8-week & two 5-week sessions (summer)

Continuing Education

Noncredit classes & customized training support the region's workforce development as well as promote lifelong learning.

Noncredit Students Can:

- Develop new work skills & enhance current ones
- Maintain certifications
- Satisfy required professional development
- Learn a new skill or take up a new hobby for personal enrichment
- Sign up children for Camps for Kids in sports, cooking & much more

Course Offerings:

- American Heart Association Courses
- Dental/Nursing CEUs for License Renewal

- EMT Program
- Nurse Aide Program
- ServSafe
- Computer Courses

Municipal Police Officers Training Academy:

- Municipal Police Academy for new officers
- Training for Current Officers
- Gun Safety & Personal Protection

Public Safety Training Center:

- Firefighting
- Rescue Training
- Hazardous Materials Training
- Lethal Weapons Programs
- Emergency Medical Services

Business & Workforce Development

Customized & Standard Programs:

- Industrial Technology
- Information Technology
- Healthcare, Industrial Safety & Security
- Business & Professional Development

Certification Testing:

- American Welding Society Accredited Testing Facility
- EPA Refrigerant Recovery/Recycling
- American Heart Association HeartSaver First Aid/CPR/AED
- Certified Solidworks Associate (CSWA)
- Certified Solidworks Professional (CSWP)
- OSHA 10-Hour/30-Hour
- PEC SafeLand/SafeGulf

Roles and Expectations of the President

Reporting to the Board of Trustees, the President serves as the Chief Executive Officer and is responsible for the overall operation of the college. The President articulates a common vision and guides the college in achieving its goals.



Serving as a visible advocate for the college's role in economic development, the President maintains and builds partnerships with business, industry, and local government and addresses the changes in the local economy by leading the college in developing programs and services to meet the needs of the community and the state.

The President also fosters strong ties with the college's funding sources, including state, federal, and local sponsors, and collaborates with other presidents to identify and achieve state-wide support for community colleges.

The President is responsible for overseeing strategic planning and institutional effectiveness plans and processing for the college and articulates and advances the student success and completion agenda for the college.

The President cultivates innovation throughout the college including, but not limited to, improving physical facilities through major capital projects, guiding the development of academic programs in emerging fields, and ensuring responsiveness to workforce needs.

In addition to being responsible for all employment-related decisions, the President supervises and evaluates the President's Cabinet.

The President attends all college Board of Trustees meetings and keeps the Board abreast of accomplishments and new developments at the college. The President also prepares reports and presentations for the Board of Trustees and submits and maintains an operating budget that adheres to college guidelines and reflects the long-range plans of the college.

The President ensures compliance with federal, regional, state, and program accreditation processes and performs other presidential duties assigned by the Board of Trustees.





Presidential Qualifications

The college seeks an inspirational, collaborative, engaging, and approachable leader with a strong commitment to the philosophy and mission of a comprehensive community college. To be successful in this role, qualified candidates must possess the qualifications and experiences identified below:

- Commitment to shared governance and participatory management
- A history of successful senior-level administrative experience, preferably in a community college setting
- A demonstrated skill and knowledge of the following areas: academic policies and procedures, state and local government, executive leadership, and fiscal management
- The ability to identify new and alternate sources of funding and revenue generation
- Excellent communication, organization, and presentation skills
- Commitment to maintaining the college's existing culture of transparency.
- The ability to lead a strong executive team and to adapt to the changing landscape of higher education.
- A demonstrated ability to handle sensitive and difficult situations with tact and diplomacy while maintaining professionalism, confidentiality, composure, and a student-centered focus and attitude
- Demonstrated skills in and/or understanding of workforce development
- An earned terminal degree from a regionally accredited institution is required

In addition to the required qualifications listed above, experience with collective bargaining and fundraising is preferred.

Westmoreland County, PA

Westmoreland County is situated in Pennsylvania's beautiful and rugged Laurel Highlands. Residents enjoy easy access to a bounty of outdoor activities and natural resources, from hiking lush forests to testing one's mettle atop a raft in the swift waters of the Youghiogheny River. Culture and the Arts are also well within reach, as the region is home to numerous theaters and performing arts venues, museums and galleries, and historical points of interest, such as Frank Lloyd Wright's iconic Fallingwater house.

The classic, picturesque amusement parks of Idlewild and Kennywood are each a short, easy

drive from Youngwood, and the town of Greensburg, located just north of Youngwood, offers ample dining and shopping options. The region also provides an affordable cost of living, strong school systems, quality health care, and thriving business and industry.

Additionally, Pittsburgh is a short drive by car and offers all the amenities one would expect from a major city, including a booming restaurant scene, professional sports, and world class arts, culture, and educational institutions.



Key things to know about Westmoreland County:

- 2nd largest county in southwestern Pennsylvania with over 1,000 square miles of varied topography with a population of 355,000. Eighty percent of the landscape is forest and farmland spread over rolling hills.
- Offers direct access to interstate highways, rail service and the impressive Arnold Palmer Regional Airport, carrying 300,000 passengers a year to and from Florida and South Carolina.
- Pittsburgh International Airport is an hour away and the City of Pittsburgh, the country's largest inland port, is only a 30-minute drive from Greensburg, the county seat.
- Recreational opportunities abound in nine county and four state parks as well as access to five active trail systems

For more information about the Westmoreland County region, visit www.co.westmoreland.pa.us and <https://www.golaurelhighlands.com>



Applications

Interested candidates should submit only a cover letter and resume to RPA Inc. at WestmorelandPresident@rpainc.org.

For a confidential discussion about this opportunity or to make a nomination, please contact **Isaac Karaffa**, Vice President and Senior Consultant, or **Amanda O'Donnell**, Vice President and Senior Consultant, at the email address above. While applications will be accepted until the position is filled, please apply by **March 11, 2024**.

The college does not discriminate in its educational programs, activities, or employment practices based on race, color, national origin, sex, sexual orientation, disability, age, religion, ancestry, gender identity or expression, veteran status, union membership, or any other legally protected classification protected by state or federal law or the proper exercise by an Association member of their rights guaranteed by the Pennsylvania Public Employer Relations Act Number 195.

Announcement of this policy is in accordance with state law including the Pennsylvania Human Relation Act and with federal law, including Titles VI and VII of the Civil Rights act of 1964, Title IX of the Educational Amendments of 1972, section 503 and 504 of the Rehabilitation Act of 1973, the age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990.

Reasonable accommodations will be made to all qualified applicants with disabilities. If you are an individual with a disability who needs assistance or cannot access the online job application system, please contact Human Resources.

Westmoreland County Community College is committed to an educational and workplace environment where all are treated with dignity and respect.

