



AGENDA ITEM BACKGROUND

TO: GOVERNING BOARD		DATE January 14, 2012
FROM: PRESIDENT		
SUBJECT: Appointment of Interim Superintendent/President		ENCLOSURE(S) Page 1 of 6
REASON FOR BOARD CONSIDERATION ACTION	ITEM NUMBER C.6	

BACKGROUND:

At the December Governing Board meeting, the Board chair authorized a Board subcommittee to serve on the interim and permanent Superintendent/President search committee.

Following the December Board meeting, the Board subcommittee met with the Superintendent/President Search Committee to receive input on desired priorities and qualifications for an interim president. Following a recruitment period the Board subcommittee reviewed eight resumes, conducted telephone and in person interviews as appropriate, and checked references. Because of the tight timeframe in order to be able to bring this item back at a regular meeting of the Board, and accommodate the most public input, the Board subcommittee has not completed its investigation.

The Board subcommittee has narrowed its search significantly; however it is still considering several candidates. The Board subcommittee expects to have a recommendation for consideration and deliberation by the entire board in time for the Monday, January 14, 2013, regular Board meeting.

FISCAL IMPACT:

Expected to be neutral.

RECOMMENDATION:

The Board subcommittee recommends that the Governing Board authorize the members of the Board subcommittee to negotiate a contract with the subcommittee's recommended interim candidate to serve as the college's interim president for a period of six months, more or less, commencing on February 1, 2013. The contract shall be in the same or similar terms as Presidents King's contract, except where appropriate due to the relatively short timeframe for which the interim will serve.

Administrator Initiating Item: Office of the President	Academic and Professional Matter <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Final Disposition Approved
	If yes, Faculty Senate Agreement <input type="checkbox"/> Yes <input type="checkbox"/> No	
	Senate President Signature	

John E. Hendrickson
845 Hidden Pond Court
Lafayette, California 94549
Home: 925-229-3119
Cell: 925-323-1710
Email: Hendrickson@comcast.net

Brian King, President Cabrillo College
6500 Soquel Drive
Aptos, CA 95003
Subject: Interim President

Dear Mr. King:

Enclosed is my resume, in response to the announcement for the position of Cabrillo College Interim President.

Cabrillo College is a premiere higher education institution serving a large, diverse and world renowned community. My professional experience as Chief Executive and Chief Finance and Operations Officer at single and multi - college community college districts in California will be an asset to the Board of Trustees, faculty and staff during the current period of transition from a highly successful college president and leadership team to recruitment for a new president and the need to stabilize and strengthen Cabrillo College in the face of financial and service challenges.

I understand the importance of building and maintaining collegial processes and polite discourse among all individuals and constituency groups. Together with the Board of Trustees and campus leadership, we will sustain a climate that honors collegial processes and individual respect at all times.

My recent service as Chancellor at West Valley-Mission Community College District required extensive organizational review leading to program and financial changes that have made the colleges a better place to work and to learn. Prior to my employment at West Valley-Mission Community College District, I served as Interim Superintendent/President at MiraCosta College. My responsibilities at MiraCosta College included management of all college operations and leading the successful recruitment for the permanent college president. I have also served in many responsible state level positions including President of the Community College League of California Board of Directors and President of the CEO Board through June 30, 2012.

Please review the attached resume for a more complete description of my professional experience and qualifications. I am prepared and excited to serve Cabrillo College in the position of Interim President.

Very Truly Yours:

John E. Hendrickson

John E. Hendrickson
845 Hidden Pond Court
Lafayette, CA 94549
Telephone: 925-229-3119
Cell: 925-323-1710
Email: Hendrickson@comcast.net

Statement of Qualifications

Experienced Community College and Educational Administrator
Chief Executive Officer
Chief Financial and Operations Officer

Educational Background

Masters, Educational Leadership
California State University, Hayward

Masters, Public Administration
California State University, Hayward

Bachelor of Arts (Honors in Political Science)
California State University, San Jose

Professional Experience

West Valley–Mission Community College District **August, 2008 to July, 2012**

Chancellor

- Serve as the Chief Executive Officer of the two college district, Governing Board executive officer, administer policies and enforce rules and regulations adopted by the Board.
- Perform administrative and supervisory authority over all other employees of the district.
- Represent the Board and colleges with citizens; and with public, private and social agencies within and outside the District.
- Serve as Secretary to the Board.
- Direct the total operations of the District.

MiraCosta Community College District August, 2007 to July, 2008

Interim Superintendent/President

- Serve as the Chief Executive Officer of the Governing Board, administer policies and enforce rules and regulations adopted by the Board.
- Perform administrative and supervisory authority over all other employees of the district.
- Represent the Board and the college with citizens; and with public, private and social agencies within and outside the District.
- Serve as Secretary to the Board.
- Direct the total educational program of the college.

Kitchell CEM February, 2007 to August, 2007

Director, Financial and Resource Planning

Bond Planning for school and community college districts:

- Pre-bond Planning to Win at the Ballot
- Post Election Implementation for Program Success

MiraCosta Community College District

July, 2006 to February, 2007

Interim Vice President, Business and Administrative Services

- Chief Financial and Operations Officer
- Supervision of Facilities, Human Resources, Accounting, Payroll, Risk Management, Cashier, Purchasing, General Services, Bookstore, Cafeteria
- Managed with the Facilities Director district and state funded new building and remodel projects
- Duties performed were essentially the same as described for the Contra Costa Community College District

Solano Community College District

June, 2005 to July, 2006

Interim Vice President, Administrative and Business Services

- Chief Financial and Operations Officer
- Supervision of Facilities, Police, Accounting, Payroll, General Services and Bookstore
- Managed state and local bond funded new building and remodel projects.
- Duties performed were essentially the same as described for the Contra Costa Community College District

West Valley – Mission Community College District

August, 2004 to May, 2005

Interim Vice Chancellor

- Chief Financial and Operations Officer for a two college district.
- Supervision of Facilities, Police, Accounting, Payroll, Purchasing and Information Technology
- Performed essentially the same duties as listed for Contra Costa Community College District

Education Consultant

April, 2004 to August, 2004

- **Consultant assignments completed included:**
- Lead consultant to assemble the visiting team and responsible for preparing findings and recommendations for the Compton Community College District educational and student service program improvement and financial recovery.
- Lead consultant to assess the status of response and implementation of Minimum Conditions Complaint investigation of the Lassen Community College District.
- Membership maintenance and membership growth program developed for and adopted by the Association of California Community College Administrators (ACCCA).
- Phase I of the work plan to begin a Dental Hygienist Program at the San Mateo Community College District
- Bylaws and formal incorporation documents for the Contra Costa County Schools Insurance Group, a Joint Powers Agency, rewritten and adopted by the agency Board of Directors to provide for expansion of the Agency's purpose from worker's compensation only to employee health, dental, property, liability and other self funded insurance programs.

Contra Costa Community College District

September, 1995 to March, 2004

Vice Chancellor, Finance and Administration

- Chief Financial and Operations Officer for a system of three colleges and several satellite campuses serving over 60,000 students with total expenditures of \$200,000,000.
- Supervision of Accounting, Payroll, Purchasing, Internal Audit, Police and Bookstores
- Leadership assistance to college business, financial aid, admissions and records functions
- Contract negotiations and contract writing
- Risk management including treasurer and board member for several governmental insurance pools
- Policy and regulations writing
- Debt financing including voter approved bond measures
- Staff to Governing Board committees and the Proposition 39 bond oversight committee

Contra Costa County Office of Education

Deputy County Superintendent of Schools July, 1991 to September, 1995

- Chief Financial and Operations Officer for the County Office of Education (COE)
- Supervision of Curriculum and Business Divisions of the COE
- Serve as the County Superintendent of Schools in his absence
- All responsibilities of the Assistant Superintendent, Business

Assistant Superintendent, Business Services January, 1981 to July, 1991

- Chief Financial Officer for the COE
- Perform all local school district financial oversight duties of the COE
- Supervise countywide schools financial and payroll functions, Information Technology, Facilities, Purchasing, Accounting, Transportation and Risk Management
- Managed major administrative and schools construction projects
- Staff to the County Board of Education for all school district organization and district boundary duties
- Formed and managed pooled purchase and formal joint powers agency insurance and purchasing programs

Director of Management Services

September, 1977 to January, 1981

- Internal accounting, purchasing, budget development and monitoring, insurance coverage and other business functions for the COE

County of Contra Costa

June, 1969 to September, 1977

Management Analyst/Deputy County Administrator

- Staff to the County Administrator and the Board of Supervisors
- Assigned to budget and policy matters affecting many county departments
- Staff to the County Recreation and Natural Resources Commission
- Staff to the Delta Advisory Planning Commission
- Staff to the County Emergency Medical Services Committee and Ambulance Permit Officer
- Liaison to county fire districts

Professional Organizations and Achievements

- Community College League of California
 - o President, Board of Directors
 - o President, Chief Executive Officers
- Association of California Community College Administrators
 - o Board of Directors
 - o Chair, Legislation and Finance Commission
 - o Political Action Committee member
 - o Volunteer of the Year, 2003
- Member, California Community College Commission on the Future
- Association of California Community College Chief Business Officials, Board of Directors and President Elect
- Member of several State Chancellor shared governance and policy task forces and committees
- California School Leadership Academy, graduate
- Member, Association of California School Administrators
- Member, California Association of Schools Business Officials
- Education Mandate Cost Network, Executive Committee
- California County Superintendent of Schools Education Services Association:
 - o Finance Committee Chair
 - o Business and Administrative Policy Committee Chair
 - o Chair, COE AB 1200 Implementation Task Force, statutes of 1991
- Total Quality Management Coach
- Rotary Club of San Jose