ABOUT THE COLLEGE

Cabrillo College is one of the most highly regarded community colleges in the state for its success in the areas of transfer and career education. Since the fall of 1959, when the college first opened its doors, hundreds of thousands of Santa Cruz County residents have received an outstanding education at Cabrillo College. Faculty and staff are committed to providing excellent student-centered education and services. The college is governed by an experienced and supportive seven-member, elected Board of Trustees.

In recent years the campus has been wholly transformed thanks to an $85 million bond measure passed in 1998. The college has completed an impressive list of over 70 major facilities projects, including the Watsonville Center 32,000-square-foot expansion project; a new Horticulture Center; a new parking structure; and an extensive remodeling of existing laboratories, classrooms, infrastructure, roads, walkways, and buildings.

Cabrillo students intending to transfer benefit from the college’s close proximity to four-year universities including the University of California, Santa Cruz, California State University (CSU) of Monterey Bay, and CSU San Jose.

The college has 218 full-time contract faculty, 350 adjunct faculty, 250 classified staff, and 36 managers and administrators, all of whom are encouraged to participate in shared governance. Approximately 14,000 students enrolled for classes in fall 2003 and the college expects to continue to grow over the next decade. The college’s annual budget is approximately $55,000,000.

OPPORTUNITIES AND CHALLENGES

1. To lead the college in a period of inconsistent public funding and shrinking resources.
2. To maintain open access to the college through skilled management of college resources.
3. To lead the college through the completion of the Master Plan for both the Aptos and Watsonville campuses and continuing infrastructure planning and development.
4. To develop and seek new sources of funding to support college facilities and programs.
5. To provide programs and services in all appropriate locations of the college district.
6. To continue the development and expansion of the Cabrillo College Center in Watsonville with its large Spanish speaking community.
7. To respond to the changing nature of postsecondary education and the educational needs of area residents by continuing to develop and improve programs and services for new and diverse populations of students.
8. To continue to attract a diverse and excellent faculty and staff in a period of diminishing resources, change, increasing cost of living and employee retirements.
9. To support the faculty in creating and developing new instructional models for an increasingly diverse student body.
10. To lead the ongoing review and improvement of all college programs and services.
11. To develop programs that meet the demands of a global community.
12. To provide for the ongoing leadership of the college.

STRENGTHS OF CABRILLO COLLEGE

1. Cabrillo College has a forty-four year history of stable, forward thinking, creative administrative and board leadership.
2. The college has outstanding faculty and staff committed to teaching and students.
3. College faculty, staff and students work together through a model collegial system of shared governance for the good of the college.
4. The college is located in a beautiful area, rich in resources – education, agriculture, technology, and human resources.
5. The college has strong working relationships with the surrounding communities and strong support from those communities, resulting in many active, successful partnerships with business, education, government and other agencies and contributing to the economic development of the area.
6. The college has a very strong College Foundation, with widespread community support and ranks among the top in the nation.
7. The college has excellent, nationally recognized academic and occupational programs, responsive to community and student needs.
8. The college has effective, responsive student support services that facilitate student success.
9. The college has a diverse student body, faculty and staff reflecting the changing demographics of the area and the state, and a strong commitment to a goal of continuing to diversify its faculty, staff and student body.
10. The campus infrastructure is modern and undergoing constant upgrading.
11. The college, with a long history of success, is entering a period of continuing growth, building, change and innovation.
12. The college is well managed and financially sound.
SUPERINTENDENT/ PRESIDENT

THE POSITION

The Board of Trustees of the Cabrillo Community College District invites applications for the position of Superintendent/President. An interim President has recently been appointed and will not be a candidate for the position.

The Superintendent/President is the Chief Executive Officer of the District and reports to an elected Board, which includes seven members, as well as a student board member. Under the direction of the Board, the Superintendent/President serves as the leader of the college and its primary spokesperson. The Superintendent/President directs and oversees all areas of the college.

REQUIRED QUALIFICATIONS

• Master’s Degree from an accredited institution, earned doctorate preferred.
• A minimum of three years senior-level administrative experience, preferably at the community college level.
• Demonstrated knowledge of effective teaching and learning processes at the college level.
• Demonstrable record of community service and involvement.

DESIRED LEADERSHIP CHARACTERISTICS

Cabrillo College is seeking a person who –
• is able to lead through effective, collaborative and participatory decision-making;
• is a consensus builder, a problem solver, a flexible and creative visionary, has strong organizational ability and is willing to take unpopular positions when necessary;
• has a tolerance for ambiguity, can function under stress, displays an even temperament, and has a well-developed sense of humor;
• is honest, ethical, accessible, involved on the campuses, and sensitive to student needs;
• has excellent communication skills, listens and then acts, is able to conceptualize and clearly articulate complex issues, has a keen intellect and can engage critics effectively, and is able to communicate with all segments of the community;
• has community college faculty experience and classroom experience and supports innovation in college programs and services;
• has experience serving and working with diverse populations and groups;
• is able to balance educational and fiscal goals;
• is skilled at personnel administration, hiring and evaluation;
• is experienced with facilities planning and development;
• leads beyond the college and is skilled in local and statewide political activities;
• is experienced with and committed to integrating the college into the community, works closely with the College Foundation, and is a successful fund raiser;
• takes pride in Cabrillo College and has a commitment to the college’s long-term success.

APPLICATION PROCESS

Applicants must submit the following:
• Letter of application addressing the Opportunities and Challenges, Desired Leadership Characteristics and Required Qualifications listed in this brochure (five pages or less).
• A current resume including educational background, professional experience, achievements, professional activities, and fluency in other languages.
• A list of six to eight references (including supervisors, colleagues, faculty, staff, students and community members) with titles and current phone numbers. These persons may be contacted prior to the interviews with the Screening Committee.
• Applicant Confidential Survey.

Applications should be sent to:
Presidential Search Committee
c/o Loree McCawley
Director of Personnel and Human Resources
Cabrillo College
6500 Soquel Drive
Aptos, CA 95003

A Search Committee representing faculty, staff, administrators, students, the Board of Trustees and the community will review all qualified applicants’ materials. The Committee will interview selected candidates in April and refer three to five candidates to the Board of Trustees. Board interviews and Public Forums will take place in late April. Public Forums will give constituent groups an opportunity to interact with the candidates. Each candidate is expected to spend a full day on campus participating in the forums and being interviewed by the Board of Trustees.

Candidates invited to Board interviews will be asked to submit the following additional items:
• Official transcripts, verifying degrees and course work;
• A College Criminal History Inquiry Supplemental;
• An authorization for further background checks.

DEADLINE

The College must receive all application materials no later than 4 p.m., Friday, February 27, 2004.

SALARY AND BENEFITS

Salary, benefits, length of contract and other terms and conditions of employment will be competitive and negotiable. The Board of Trustees and the selected candidate will agree mutually on the terms of employment and the start date.

CANDIDATE INQUIRIES

Each candidate who is invited to a Search Committee interview will receive a packet of information about Cabrillo College. Information about the college is also available on its web site: http://www.cabrillo.edu. For additional information, please contact: Dr. Grace N. Mitchell, Search Consultant, Professional Personnel Leasing, Inc., (805) 528-8882, or email gracennmb@aol.com.

Cabrillo College seeks applications from all qualified individuals. It is the continuing goal of Cabrillo College to hire and retain staff that reflect the rich diversity and cultural heritage of the college district and its student body. Cabrillo College is an equal opportunity employer.