The Position

The Bucks County Community College Board of Trustees invites nominations and applications for the position of president. The next president will build on the outstanding work of retiring President Dr. James Linksz, who has served Bucks since 1992.

The president serves as the chief executive officer of the College, reporting to the Board of Trustees. The president is responsible for the day-to-day administration, management, leadership and oversight over the operations of the College. The president works with a wide range of internal and external constituents to lead, support, and sustain the College’s vision, philosophy, and mission, as well as to advocate locally, regionally and nationally for the distinctive community college mission.

The College and Its Campuses

Bucks County Community College was founded in 1964. Today, Bucks serves nearly 11,000 credit students on three sites and through its virtual campus, 20,000 continuing education and workforce development registrants on and off campus, and more than 70,000 fire and emergency services registrants worldwide.

The initial proposal for a Community College was developed and presented to the public in 1963 by the then Office of Bucks County Superintendent of Schools. Subsequently, the Bucks County School Directors Association, urged the Bucks County Board of Commissioners in 1964 to become the sponsor for the proposed school under the provisions of Act 848 (the Community College Act). The Board of Commissioners unanimously agreed to sponsor the college in a legal resolution adopted June 22, 1964. The Pennsylvania State Board of Education approved the proposal in September and a 15-member Bucks County Community College Board of Trustees was appointed October 5, 1964, by the County Commissioners. The site for the College was determined three months later, when Bucks
County acquired, from Temple University, 200 acres of the former Tyler Estate in Newtown Township. The Estate had been bequeathed to the University two years earlier by Mrs. Stella Elkins Tyler, a sculptor and patron of the arts who was a trustee of Temple University for 20 years.

Today, classes are held at the College’s beautiful 200-acre campus along the Neshaminy Creek in Newtown Township, the Upper Bucks Campus along the East Branch of the Perkiomen Creek in East Rockhill Township, and the Lower Bucks Campus adjacent to the Delhaas woods in Bristol Township. In addition, a robust Virtual Campus promotes access and deepens the College’s reach.

**College Vision, Philosophy and Mission**

**Mission**
The Mission of Bucks County Community College is to provide to the County’s diverse population of learners comprehensive educational, training, and cultural opportunities that are accessible, affordable and convenient, and that will equip them to be successful and effective in their work and as citizens of the world.

**Vision**
Bucks County Community College will be a center for innovative educational opportunities with a global reputation for learning earned by the success of our students and the integrity and expertise of our faculty and staff.

**Core Values**
*We value:*
- Respect for the individual
- Continuous learning, which fosters success in and out of the classroom
- Excellence in teaching and the work we do
- Innovation and creativity
- Responsiveness and open-mindedness
- Diversity and an understanding of world cultures
- Collaboration with colleagues, business leaders, community members and other educators
- Responsible stewardship of resources
- Excellence in service to our students, the community and each other
- A culture that fosters improvement

**Institutional Goals**
*The goals of Bucks County Community College are to:*
- engage students in an academic experience that prepares them for successful pursuit of higher degrees and lives of lifelong learning
- equip students with the skills to secure employment in their fields, and the knowledge to readily adapt and respond to the changing needs of tomorrow’s workplace
- provide support and services to help students reach academic success
- develop the social and ethical responsibility of our students
- continue to improve our teaching, learning, service, and technical expertise
- enrich the intellectual, cultural, and recreational life of the community.

**The Educational Program**

Bucks County Community College combines traditional academic disciplines with flexible educational programs preparing students for a future of technological and social change. The College is known for its high quality academic offerings and commitment to workforce development for the betterment of Bucks County. The College’s efforts in developing workforce talents and skills help businesses succeed and achieve their strategic objectives, thereby strengthening the economic foundation of the local community.

Education at Bucks County Community College provides:
- Quality instruction offered by a highly competent faculty;
- Courses which develop students’ abilities to think and write critically and to compute with proficiency and confidence;
- Facilities and resources that reflect the latest technology;
- A variety of educational offerings: credit and non-credit courses, workshops, lecture series, and special events;
- A program of assessment which places students in courses consistent with their abilities;
- Student services, such as counseling, financial aid, and career services, which help students to reach personal goals;
- A community of students of diverse ages and experience;
- A center for community services and cultural activities;
- An environment which encourages lifelong intellectual development.

The top-enrolling academic departments are currently:
- Language and Literature (27% of total Fall 2011 enrollments),
- Business Studies (21%), and
- Social and Behavioral Sciences (18%).
Enrollments in the Health, Physical Education and Nursing Department have nearly doubled in the past ten years. Since 2007, the Math, Science & Technology Department has witnessed a 34% increase in enrollments. Approximately 71% of the entering Fall 2011 class was in need of developmental coursework.

**Demonstrated Outcomes**

Bucks has over 50 articulation agreements that guarantee the credits earned will transfer to most area colleges and beyond. Most students who transfer and graduates of the College’s more than 85 academic programs have attended Pennsylvania’s four-year colleges or other State-related institutions. Other graduates of the College have gone on to pursue their studies at more than 300 other four-year institutions.

Bucks County Community College has developed and implemented an institutional assessment process, including assessment of the College’s General Education curriculum and focusing on the improvement of teaching and learning, as well as supporting the process of assessment so that it becomes an integral part of Bucks daily life.

**An Advancing Reputation**

In addition to graduating students who go on to success at the baccalaureate level, Bucks County Community College has a strong and growing reputation for meeting the needs of the local community. Bucks County has a historic interest in arts and culture and the College has extensive programs in these areas. Its reputation for excellent learning resources is evidenced by winning the ACRL Library of the Year recognition, kudos for its MInDSpace program, and national recognition of its Tutoring Center strength.

Bucks County Community College has received a more than $2,000,000 in grants in the past year alone, including a $152,000 grant from the National Science Foundation to develop a new major to help graduates directly enter the engineering technology field and $1.2 million over three years for a partner grant with 13 other colleges from TAACCCT.

Bucks has received national recognition for its workforce development efforts to partner with local industry and its worldwide reach in public safety training. The Center for Workforce Development works with local and regional employers to customize training programs designed to assist them in achieving their strategic business objectives. At his presidential town hall meeting at Gamesa Wind Energy, a learning partner of the College, President Barack Obama noted the role of the College in promoting the use of green energy through its Green Jobs Academy and other related initiatives. The public safety professionals of the College generate almost 75,000 registrations worldwide annually, many conducted on US Department of Defense installations.
The College has also committed to sustainability in the curriculum, operations, the physical plant and procurement. President Linksz’ Sustainability Working Group is a resource for ideas for reducing the College’s carbon footprint and promoting good stewardship of natural resources. Both Lower and Upper Bucks campuses use geothermal heating and cooling technology, and a new geothermal project is underway at the Newtown campus.

**Accreditation**

Bucks County Community College is accredited by the Middle States Commission on Higher Education. The College will welcome a Middle State site visit team in late March for the decennial re-accreditation visit. The Commission will take action on Bucks’ accreditation status in June.

Bucks County Community College is also an accredited institutional member of the National Association of Schools of Music (NASM) and of the National Association of Schools of Art and Design (NASAD) - one of very few colleges in the US with both accreditations. The Business Studies department is accredited by the Association of Collegiate Business Schools and Programs (ACBSP). The Paralegal Studies program is approved by the American Bar Association (ABA), and the Section on Legal Education and Admission to the Bar. Associate Degree Nursing is accredited by the National League for Nursing Accrediting Commission (NLNAC) and approved by the PA State Board of Nursing. The Practical Nursing Program is approved by the Commonwealth of Pennsylvania State Board of Nursing. In addition, the Radiography program is accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT). Eligibility standards for athletics programs are set by the Eastern Pennsylvania Collegiate Conference (EPCC), the Pennsylvania Collegiate Conference (PCC), and the National Jr. College Athletic Association (NJCAA). The Early Learning Center is accredited by the National Association for the Education of Young Children (NAEYC). The College is approved for Veterans Education by the Department of Education of the Commonwealth, has established veterans lounges on two campuses, and is currently training veterans under a special program at its Green Jobs Academy. The Continuing Education unit is LERN accredited, and its camps are accredited. The fire and emergency services programs are accredited in 46 disciplines by the ProBoard (National Board on Fire Science Professional Qualifications).

**Governance**

The College’s governance structure is based on a commitment to shared governance and includes a Board of Trustees with standing committees as defined by its By-Laws, faculty and staff committees outlined in the Faculty contract, and a number of ad-hoc and standing groups for shared decision-making. The 15-member Board of Trustees, appointed by the County but operating autonomously, is actively engaged with defining and forwarding the Mission and Goals of the College. Members serve staggered six-year terms and may be reappointed without limit by the County Commissioners. Trustee officers have a two-year limit. The time of service for the current board ranges from 28 years to 2 years, with a wide range of professional experience and expertise represented in the group.
The Foundation

The Bucks County Community College Foundation was established in 1982 as a non-profit, 501(c) (3) to provide resources for the College's growth and development and for student scholarships. The Foundation assets are presently valued at approximately $5,000,000.

The Community

Bucks County is a pleasing complement of lively small downtown areas, suburban developments, and spans of beautiful green spaces. Situated in the southeastern corner of Pennsylvania along the NYC/DC corridor, Bucks County is in the Philadelphia-Trenton/Princeton metropolitan area with 625,249 residents as of the 2010 Census. Delaware River borders Bucks County on the east and south, the city of Philadelphia and Montgomery County lie to the west, and the Allentown-Bethlehem corridor forms the northern border. Bucks County has a strong reputation for leadership in, and sponsorship of, the arts.

Leadership Opportunities

Bucks County Community College is a successful, beautiful, well-managed institution poised to continue the path of achievement built under Dr. Linksz’ leadership. An ambitious Strategic Plan is in place to support the achievement of the College’s mission and goals through 2014 and the College is on firm financial footing. The plan includes the broad categories of Student Success, Premier Learning Environment, Agility and Responsiveness, and Growth and Resource Management. The Strategic Plan is supported by a Facilities Master Plan and Information Technology Master Plan. Both have contributed to unprecedented advances in the physical plant and technology of the College, facilitated the evolution of three vibrant and energetic campuses, greatly improved ADA accessibility across all three campuses, and allowed for full institutional support for the rapidly-expanding on-line education program. They also provided for technological advances that streamlined the admissions process for new students, allowed for the development of “anywhere, anytime” student services, and improved institutional transparency through electronic access to information.

Looking ahead, Bucks will focus attention and resources on continuous improvement of student learning and institutional services pursuing strategic partnerships for the betterment of the College and the County, expanding on-line offerings and enhancing the resources of the Foundation. Bucks will be responsive to changing economic and demographic scenarios by providing re-training and workforce education, as well as expanding its global fire and emergency services training reach. The College’s flexibility is a strength and its reputational capital provides the foundation from which to continue its growth, while focusing on providing systems to ensure retention and persistence to graduation. Some areas of opportunity for the leadership of the next president are:
STUDENT SUCCESS
Work with high schools to improve the readiness of high school graduates for college; and to assist Bucks’ students – particularly those in their first year of study – in achieving academic success through improved communication, academic planning, and advising.

LEARNING ENVIRONMENT
Attend to student engagement as enrollment, particularly as on-line enrollment, grows, and look for opportunities to expand. Stimulate more non-credit to credit program ladders and internal articulation. Build on the best faculty strengths and celebrate excellence in teaching.

COMMUNICATION
Focus on two-way communication to promote student success, utilizing the best technologies available.

AREAS OF EXCELLENCE
Leverage the College’s strengths to contribute to student engagement, promote alumni engagement and institutional reputation. Build on the growing international reputation in emergency and fire services training.

Preferred Qualifications
The ideal candidate should possess 10 years of progressively responsible experience in higher education administration or a similarly complex organization. This candidate should also have demonstrated strong and effective leadership, management, and fundraising skills and capabilities. An innovative and strategic thinker with a history of cultural change accomplishments, the ideal candidate will have experience with cutting edge information technology innovations and thought leadership.

A doctorate degree is preferred; however, the College will consider an appropriate terminal degree.

Desired Characteristics
The successful candidate will be a strong and effective academic leader who has vision, sharp strategic view and a demonstrated ability to lead a growing, complex institution. An appropriate combination of education, training, and experience including expertise in curriculum development, government relations and legislative processes, accreditation processes, strategic planning and budget and fiscal management is desired. The ideal candidate will be a visionary
and entrepreneurial leader who inspires confidence and trust, both within and outside Bucks County Community College and who will be an excellent communicator and spokesperson who can advocate on behalf of the College. In addition the next president will

- Appreciate the history, arts and culture, ideals, and values of Bucks County Community College, with a genuine passion for the College’s mission to serve students and the community;
- Demonstrate effective and productive working partnerships with all campus constituents, fostering open and cooperative relationships between administrators, faculty, staff and students;
- Support and advocate for academic excellence;
- Maintain the College’s financial stability in an era of challenging economic circumstances;
- Address the need for succession planning and successful transitional plans for retiring administration, faculty, and staff;
- Maintain and deepen the College’s strong and effective relationships with the external community;
- Demonstrate strong and effective leadership, management, and fundraising skills and capabilities;
- Utilize good political instincts to interact effectively with local, state, and national officials and organizations, as an advocate for the College and for community colleges in general;
- Strengthen the College’s distinction as a partner for business success in the local community;
- Apply extraordinary, innovative academic leadership experience to an ever-changing pedagogical environment
- Demonstrate experience with cutting edge information technology innovations and thought leadership; and
- Develop, maintain and manage the College’s global reach to the strategic enhancement of the institution.

**Salary**

Salary is competitive and negotiable based on administrative experience, academic and professional qualifications, and achievement.

**To Apply**

Confidential applications and nominations will be accepted until the position is filled. Candidate screening will begin immediately. For best consideration, applications and nominations should be provided by March 19, 2012. An application should include a letter describing relevant experiences and interest in the position; a resume; and the names of five references with titles, addresses, business telephone numbers, and e-mail addresses. References will not be
contacted without written consent from applicants. The submission of materials as Microsoft Word attachments is strongly encouraged. Individuals who wish to nominate a candidate should submit a letter of nomination, including the name, position, address, telephone number, and email address of the nominee. Greenwood/Asher & Associates, an executive search firm, is assisting Bucks County Community College in the search.

Applications and letters of nominations should be submitted to:
Jan Greenwood or Betty Turner Asher
Greenwood/Asher & Associates, Inc.
42 Business Center Drive, Suite 206
Miramar Beach, FL 32550
Phone: 850.650.2277
Fax: 850.650.2272
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For more information about Bucks County Community College please visit:
http://www.bucks.edu

Bucks County Community College is committed to providing equal education and employment opportunities. This encompasses persons in legally protected classifications in regard to race, color, national origin, sex, handicap, sexual orientation, age, religion, disabilities, and Vietnam military veterans. The College provides reasonable accommodations for persons with disabilities in accordance with the Americans With Disabilities Act (ADA).