POSITION PROFILE

Vice President for Learning

BROOKDALE COMMUNITY COLLEGE
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Position Details:

The Vice President for Learning has broad responsibilities for the planning, development and administration of the college’s educational programs and services. Of the College’s $81.5 Million budget, the Vice President is responsible for the Learning Division’s $32.7 Million budget. As the primary advocate for faculty on the executive cabinet, the Vice President for Learning serves as the liaison between the faculty and the administrative team. As chief academic officer of the college, the Vice President for Learning ensures the academic integrity of the college and supports innovations in programs and methods of delivery that respond in a timely manner to a rapidly changing environment. The Vice President for Learning collaborates with the chief student affairs officer to provide leadership, vision, direction and advocacy for a comprehensive array of both academic and student services, which support completion and students’ success in meeting their educational goals.

The Vice President for Learning directs the work of the academic leadership team, which promotes the effective interrelationships among instructional services, student affairs, academic initiatives, and non-credit/career development. The Vice President for Learning consults with the members of the team on issues affecting student learning and works collaboratively to ensure that the college meets its enrollment management goals. S/he brings forward recommendations concerning college-wide cooperative ventures, communication and allocation of resources to the Cabinet and to the President.

The Vice President for Learning Oversees Eight Areas:

- Institute for Humanities
- Institute for Science, Technology, Engineering, and Mathematics
- Institute for Business and Social Science
- Institute for Health Sciences
- First Semester Experience and Innovation
- Learning Resources
- The Freehold Branch Campus
- Four Higher Education Centers
Opportunity Overview:

Student Centered
Brookdale has a history of being student-centered. It is expected that the Vice President for Learning will have the same commitment to students and their success. Additionally, the successful Vice President will be dedicated to the entire student experience, not solely academic excellence.

Academic Success
Brookdale Community College offers robust service learning and internship programs, as well as their Honors program. The next Vice President for Learning will have the expertise in academics to maintain, and even further develop, the high standards held at the College.

Leadership
Stability and vision from the Vice President for Learning are seen as critical characteristics needed at Brookdale. In addition, the Vice President for Learning must have the ability to facilitate and improve internal processes as well as uphold ethical educational practices. A leader who can communicate and unify people around an academic vision is a further descriptor. The two most recent chief academic officers for the College have accepted presidencies and an interim has been in place since November, 2014. An experienced chief academic officer with a sense of commitment to Brookdale and this position are most attractive characteristics in the next Vice President.

Collaboration
The Vice President for Learning is a new position for Brookdale. Traditionally, there has been an Executive Vice President responsible for Academic Affairs and Student Services. The new structure has separated the two areas; however, significant collaboration and communication between the two divisions is critical to the success of the structural changes and to further improve student success. In addition, continuing education and lifelong learning is a critical asset to Brookdale Community College. An appreciation for the unique programs this department can offer and a history of building strong and effective relationships between continuing education and academic affairs is necessary. Knowledge about stackable credentials will be helpful in building upon this relationship.

Multi-Campus Experience
Brookdale is comprised of two campuses and several Higher Education Centers throughout the county. The next Vice President will have experience or an appreciation and understanding of the multi-campus environment.

Reorganization
Brookdale is currently engaged in a comprehensive, college-wide reorganization designed to reduce costs, increase revenues and provide clearer pathways for student success. Beginning in FY16, the college will roll out new academic institutes with enhanced career services support and a centrally located “Learning Commons” for academic support services. The new organizational structure will help students build a roadmap to success. Experience with a college in this critical stage is crucial to the success of the Vice President for Learning. The communication and interpersonal skills to lead this effort is essential. The faculty are committed to the students they serve and to Brookdale. This is evidenced by many of their long-time careers at the College, some spanning 20 to 40 years. The ability to lead, encourage, and inspire faculty is important in this role.

Collective Bargaining Experience
The Vice President for Learning will work closely with three of the four unions at the College. Therefore, significant and successful experience working in a collective bargaining environment is highly sought. Contract negotiations will begin shortly after the Vice President begins his/her post with the College. One or more of the contract negotiations will employ interest based bargaining, a model successfully implemented in 2013 with several Associations.
College Overview:
Brookdale Community College was founded in 1967 and today is a two-year, public, coeducational institution offering over 50 associate degree and certificate programs as well as career and professional education, business development, and adult basic education programs.

The College was established by the Monmouth County Board of Chosen Freeholders and has been supported by the County over the years. The College operates on additional funding from tuition and the State of New Jersey. There is an appointed Board of Trustees that hires the president, sets policies, tuition and fees, and monitors education programs.

Serving more than 14,000 students, Brookdale has one flagship campus in Lincroft, a campus in Freehold, and four regional Higher Education Centers. Additionally, a wide range of courses and seven degree programs are available online through Brookdale's Teaching and Learning Center. More than 1,100 employees serve students at Brookdale, including 233 full-time faculty members, approximately 500 adjunct faculty members, 220 staff members, 169 administrators, 16 executive staff members, and 12 police officers.

The College is committed to an inclusive environment. Our student body is 28 percent racially diverse with a growing population of Hispanic students. We strive to have our full-time employee population reflect the diversity of our student body, through recruitment and retention efforts. Through a wide range of activities and initiatives across the campus, including the Diversity Council, which is one of seven standing committees of Governance, the College works to achieve its commitment to cultural, age, belief, and identity diversity in the classroom, the workplace and the entire College environment.

Brookdale supports campus life and activities through more than 50 student clubs and organizations. Each group caters to students’ interests and is supervised by a student life coordinator and College staff advisor.

Brookdale offers the following degrees: Associate in Arts, Associate in Science, Associate in Fine Arts and Associate in Applied Science in addition to Academic Credit Certificates and Academic Credit Certificates of Achievement. The A.A., A.S., and A.F.A. programs are designed to prepare students who hope to transfer to a four-year institution.

Brookdale offers more than 50 degree and certificate programs in both traditional and emerging disciplines. New programs include a Homeland Security option, a Cyber Security Training Program, Sports Broadcasting and Public Health Administration.

Brookdale offers expanded access to post-associate degree learning at the baccalaureate and graduate levels through joint admissions and detailed course and program articulation. The New Jersey Coastal Communiversity, led by Brookdale, is an alliance of four New Jersey institutions of higher education offering Associate, Bachelor's, and Master’s degrees and graduate certificates at the College's Wall and Western Monmouth locations. Many Brookdale students take advantage of advanced degree opportunities through the Communiversity, which provides pathways to degrees from Brookdale Community College, Georgian Court University, New Jersey City University and Rutgers University.

Brookdale Foundation:
The Brookdale Community College Foundation is a 501 (c) 3 affiliated organization that raises private funds for scholarships and grants. The Foundation is governed by a volunteer Board comprised of local business and community leaders and provides hundreds of thousands of dollars in scholarships to students each year.

Enrollment:
As of fall 2014, Brookdale Community College’s total institutional enrollment was 14,144, with 53 percent women and nearly 50 percent full time students. As expected of a county college, 99 percent of Brookdale’s student population are in-state residents and the majority are residents of Monmouth County. The average student to faculty ratio is 21 to 1. Financial aid is offered in the form of grants, loans, work-study, and student help positions. More than $33 million in financial aid was awarded in FY14.
College Overview (continued):

Lincroft, a part of Middletown Township, offers a suburban lifestyle and amenities, located one hour south of New York City and 10 miles west of the New Jersey Shore. With a population of just over 6100, Lincroft offers the amenities and lifestyle of a small town combined with the cultural, shopping, and entertainment opportunities of Philadelphia and New York City.

Brookdale’s beautiful main campus consists of 22 buildings on 230 acres bordering the Swimming River Reservoir. Originally the campus was a racehorse farm and a number of its buildings reflect that heritage. The college has completed hundreds of millions of dollars in renovation and construction projects over the past 15 years, including recent upgrades to the Freehold campus, the Neptune Higher Education Center and pending renovations at the Wall Higher Education Center.

In addition to the more than 200 classrooms located in the Main Academic Complex, Larrison Hall and Advanced Technology Center, the Lincroft campus is home to a 23,000 square-foot Brookdale Recreation and Events Center, a 380-seat Performing Arts Center, television and electronic music studios, a Center for the Visual Arts, the Bankier Library, a physical and virtual resource containing over 80,000 books and e-books, 10,000 multi-media items, 50 information database products, and 200 public access personal computers, a Student Life Center, 10 athletic fields, a 11,000 watt NPR-affiliated public radio station, more than 60 computer labs and 1,600 networked computers, and the independently operated Monmouth Museum, which offers changing exhibitions and educational programs on art, science, nature, and cultural history.

The College prides itself on its engagement with and service to the community, providing continuing education and lifelong learning for Monmouth County residents and employers through a wide range of workforce, professional development and personal enrichment courses and programs. The Continuing and Professional Studies division, which served 21,240 county residents in FY14, includes a Holocaust, Genocide and Human Rights Education Center, a Small Business Development Center, a Displaced Homemakers program, and the Adult Basic Education program. In the new structure, this division will also include the Fitness Center, scheduling office, and Weekend and Evening programs.

The Commission on Higher Education of the Middle States Association of Colleges and Schools accredits the institution. Brookdale is also certified by the State of New Jersey and the U.S. Department of Education. Specialized accreditation, certification, or approval is also provided by the following organizations: ACEN, COARC, JRCERT, ABA, CAHIIM, NAACLS, ACEFEP. and NATEF.

In athletics, the Brookdale Jersey Blues offer intercollegiate teams and intramural activities. Brookdale proudly competes in the National Junior College Athletic Association (NJCAA) and the Garden State Athletic Conference – Community College League of New Jersey. Intercollegiate teams include baseball, basketball, cheerleading, cross-country, volleyball, lacrosse, soccer, softball, and tennis. Each of Brookdale’s basketball, soccer, softball and baseball teams is nationally ranked, winning a combined three national championships in the last two years.

Brookdale operates in a collective bargaining environment with four employee Associations.

Awards

The college’s popular nursing program has been designated as an official Center of Excellence since 2009, joining the ranks of prestigious four-year programs offered at New York University, Johns Hopkins and Villanova.

Brookdale’s widely popular culinary arts program has one more feather in its chef’s hat. In February, 2015, following a demanding application process spanning the last two years, the program was officially accredited by the accrediting commission of the American Culinary Federation Education Foundation (ACFEF).

Brookdale Community College was named the state’s third Best Paralegal Education Provider in the New Jersey Law Journal’s The Best of 2013 survey. The award is based upon voting by the journal’s 30,000 readers, 70 percent of whom are practicing attorneys. Brookdale was the only community college to make the list, receiving the Bronze Award.

Linda Wang, Professor of Mathematics, was named New Jersey Professor of the Year in 2013. In addition, Michael Qaissaunee, Professor of Engineering and Technology, was awarded a National Science Foundation (NSF) grant for Building a Pipeline of Cyber Warriors through Education and Competition Offered through Community Colleges.
**Campus Profile(s):**

Brookdale has locations throughout Monmouth County for affordable access to higher education and student services. Strategically placed in the northern, eastern, western, and southern parts of the county, Brookdale has the following locations:

- **Brookdale at Lincroft** - our main campus in Middletown Township
- **Brookdale at Freehold** - our second full campus, serving western Monmouth County
- **Brookdale at Hazlet** - serving northern Monmouth County / the Bayshore region
- **Brookdale at Long Branch** - serving the city of Long Branch and surrounding area
- **Brookdale at Neptune** - serving eastern Monmouth County and the Asbury Park area
- **Brookdale at Wall** - serving southern Monmouth and the home of the NJ Coastal Communiversity

**Monmouth County Information**

Monmouth County lies in the New York metropolitan area and is the northernmost county along the New Jersey shore. Its 53 municipalities are home to 630,000 residents, making it the fifth most populous county in the state. From agrarian Colts Neck and seaside Belmar to the commercial hubs of Red Bank and Asbury Park, Monmouth County is as varied as its people.

While, as a whole, the county ranks among the fifty wealthiest in the nation, much of Monmouth County is comprised of working class families. As of the 2010 census the county’s minority population grew to nearly 18 percent; the Hispanic community continues to grow in Monmouth County.

Brookdale’s student population reflects this diversity, and the college is upgrading facilities and updating programs to better serve the county residents. The college has completed a host of renovation and construction projects over the past 15 years, including recent upgrades to the Freehold campus, the Neptune Higher Education Center and pending renovations at the Wall Higher Education Center.
Minimum Qualifications and Experience

- Earned Doctorate from a regionally accredited institution.
- Full-time experience in higher education, preferably in a community college, including increasingly responsible leadership experience in academic and fiscal management.
- Higher education teaching experience.
- Excellent analytical, writing, communication, interpersonal and organizational skills.
- Demonstrated capacity for strategic visioning.
- Ability to achieve success in relationships with full-time and adjunct faculty, staff and students.
- Must be achievement oriented with successful experience in academic assessment.
- Computer literacy skills at an intermediate level with the demonstrated ability to utilize and apply Microsoft Office Outlook, Word, Excel, and PowerPoint as well as specialized software programs and computer applications essential to the position, including but not limited to the College's ERP.
- Must have ability to travel to other sites and to regional, state and national meetings as needed.

Preferences:

- Five or more years’ experience as a full-time faculty member in higher education.
- Five or more years’ experience in a leadership position within higher education.
- Prior experience as a chief academic officer.
- Experience as a senior academic executive in a multi-campus institution.
- Experience within a higher education collective bargaining environment.

Application Process:

Please submit a detailed cover letter that addresses the required qualifications and topics highlighted in the Opportunity Overview, a detailed vita, and complete the online application at http://www.brookdalecc.edu/services/admin-offices/human-resources/jobs-at-brookdale/ or go to Brookdale Community College’s website and click on “Jobs.”

The interview committee will begin reviewing applications immediately. This position is open until filled; however, please submit application materials by Monday, March 30, 2015 to ensure consideration. All applications are confidential and references will not be contacted without the expressed permission of the applicant.

Please direct inquiries and nominations to the college’s search consultant: Angela Provant, President, Pauly Group, Inc., 3901 Wood Duck Drive, Suite E, Springfield, Illinois 62711. Telephone: 217-241-5400; E-Mail: aprovant@paulygroup.com
Fax: 217-241-5401.

The interim currently in place is an external and temporary appointment and will not be applying for the open position.

We are an Equal Opportunity/Affirmative Action employer, encouraging diversity.