



# NORTHWEST FLORIDA STATE COLLEGE



## VICE PRESIDENT FOR ACADEMIC AFFAIRS (TEACHING AND LEARNING)

EXECUTIVE SEARCH

# VICE PRESIDENT FOR ACADEMIC AFFAIRS AT NORTHWEST FLORIDA STATE COLLEGE

Northwest Florida State College announces an executive search for a proven, innovative academic administrator to serve as **Vice President for Academic Affairs** (a.k.a. Teaching and Learning), the chief academic officer of the College. Applications and nominations are accepted through this recruitment process.

## THE LEADERSHIP OPPORTUNITY

Northwest Florida State College (NWF State College) is a multi-campus institution serving nearly 10,000 students and offers associate and baccalaureate degree programs in addition to vocational certificates and adult education.

NWF State College has been named one of the nation's 150 top community colleges by the Aspen Institute College Excellence Program every year since the inception of the program. The College recently was ranked #8 by *schools.com* on its list of the best community colleges in Florida based on factors such as cost, graduation rate, and flexibility.

Directly accountable to the College President, Dr. Devin Stephenson, the Vice President for Academic Affairs plays a positive leadership role in helping the College effectively manage change in an environment of continuous improvement.

As the chief academic officer, this administrator must be a proven visionary, strategic, innovative, and collaborative leader. The Vice President for Academic Affairs will have duties and responsibilities that require electronic accessibility both on and off campus and beyond the College's regular operating hours.

### RESPONSIBILITIES

#### College

- Provide leadership and administrative

oversight for all instructional programs and services of the College.

- Monitor legislative, regulatory, and accreditation-related issues and changes for impact and action at the college level as related to teaching and learning.
- Approve and supervise the development of all academic program publications.
- Represent the College at various state and local meetings, organizations, and conferences.
- Develop continuous improvement plans for the areas supervised.
- Develop annual budgets and manage financial resources in the areas supervised.
- Keep the President informed of activities, challenges, concerns, and achievements.
- Collaborate to create an annual academic calendar for review and approval by the President's Cabinet.
- Supervise the development of articulation agreements and academic program partnerships with public schools, technical career centers, colleges and universities, and business and industry partners, avoiding duplication of efforts and resources and ensure seamless pathways for students.
- Work cooperatively with other



members of the President's Cabinet to ensure institutional and student success.

#### Faculty

- Provide leadership for the faculty in pursuit of excellence in teaching and learning.
- Promote innovation in curriculum development and student learning outcomes assessment.
- Ensure open communication and information-sharing throughout all areas of responsibility.
- Foster integrity, quality, creativity, and innovation across all areas of responsibility.
- Coordinate and facilitate a faculty/staff professional development plan that includes college-wide training events such as the Adjunct Faculty Workshop and the New Faculty Orientation Program.
- Recommend full-time and part-time faculty for employment.
- Guide, supervise, mentor, and evaluate faculty, administrative personnel, and support staff as appropriate.
- Resolve student, faculty, and staff problems as appropriate.
- Recommend the renewal, nonrenewal, or dismissal of faculty and college personnel in the areas supervised.



## Northwest Florida State College Mission Statement

Northwest Florida State College improves lives. We deliver outstanding educational programs that are relevant, accessible, and engaging for students of all ages and provide exceptional cultural, athletic, and economic development activities for the communities served. We commit to excellence, creativity, integrity, and service.

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## Leadership

- Provide leadership to foster teamwork and unite teams in an environment of collaboration to reach internal and external consensus to bring about positive change and innovation in areas supervised.
- Provide leadership in the delivery of a comprehensive program of online learning.
- Provide leadership for activities related to individual program accreditations.
- Provide leadership for all aspects of the learning resources center.

## Technology

- Provide leadership for student learning outcomes and program outcomes assessment.
- Promote collaboration in the areas of learning and technology.
- Provide administrative oversight for the scheduling and use of all classrooms, labs, and other spaces through the College with a focus on improving effectiveness and efficiencies.

Candidates must have an earned doctoral degree from a regionally accredited college or university in a related education field. Full-time community/state college teaching experience is preferred; higher education teaching experience is required. Executive-level administrative experience in areas of teaching and learning/academic affairs is required.

In-state and out-of-state travel is required for meetings and professional development conferences, seminars, and workshops.

This is an administrative, exempt-level position. The Vice President is required to attend all Board of Trustees meetings as well as additional meetings requested by the President.

This position may require the employee

## President of Northwest Florida State College

### G. Devin Stephenson



G. Devin Stephenson, Ed.D., was appointed President of Northwest Florida State College in early 2017. He brought to the Florida institution extensive experience in community college executive administration having served in President/CEO positions in Alabama, Missouri, and Kentucky.

Dr. Stephenson has led the College to Silver Status in the Florida College System Performance Funding and to a Top 150 recognition in the 2018 Aspen Institute's Community College Excellence Recognition Program. In concert with the local legislative delegation, Dr. Stephenson championed the passage of Florida HB75 allowing all 28 Florida College System institutions to waive fees for active duty military and provide access to higher education.

He earned an associate degree in science from Walker Junior College and a Bachelor of Arts degree in business administration from Birmingham-Southern College. He holds both a master's and a doctoral degree in the Administration of Higher Education from the University of Alabama.

He serves as member of the Southern Association of Colleges and Schools Board of Trustees and is a visiting committee chair with the Commission. Additionally, he is a Board Member of the Florida Association of Colleges and Universities and a member of the Florida College System Council of President's Steering Committee.

The Vice President will contribute to the overall mission of the College by

performing other duties and responsibilities as assigned.

## QUALIFICATIONS AND REQUIREMENTS

to frequently work outside of the regular work schedule.

### Other qualifications include:

- Demonstrated skills as an innovative and entrepreneurial leader.
- Demonstrated successes in working at a comprehensive community/state college with transfer education, health sciences, and career education workforce development divisions.



- Effectiveness in leading teams for improvement.
- Exceptional interpersonal and emotional intelligence skills.
- Demonstrated competence in staffing, evaluating, and directing higher education faculty.
- Demonstrated proactive vision that places student success at the heart of the areas of responsibility.
- Demonstrated proficiency in the use of technology and in promoting a student learning-centered approach.
- Participatory leadership style with demonstrated creativity and flexibility in problem-solving.
- Demonstrated ability to manage fiscal and personnel resources, plan and evaluate programs, and think strategically and proactively.

# VICE PRESIDENT FOR ACADEMIC AFFAIRS AT NORTHWEST FLORIDA STATE COLLEGE

## NORTHWEST FLORIDA STATE COLLEGE

Northwest Florida State College has a distinguished history of providing outstanding educational opportunities for students. Located in the heart of Florida's Emerald Coast between Pensacola and Panama City, the College was established by the Florida Legislature in 1963 as Okaloosa-Walton Junior College. Its current name reflects the expansion of the College's mission to provide educational access and opportunity for success to the region.

NWF State College's service area stretches from the Gulf of Mexico to the Alabama state line and is centered primarily in Okaloosa and Walton counties. Two Air Force installations, Eglin AFB, including Duke Field, and Hurlburt Field, are in the service area.

The College is accredited by the Southern Association of Colleges and Schools Commission on Colleges.

In addition to the picturesque 264-acre main campus located in Niceville, the College operates a campus in Fort Walton Beach, the Chautauqua Center in DeFuniak Springs, the Robert L.F. Sikes Education Center in Crestview, and centers at Hurlburt Field and in South Walton County.

NWF State College offers four baccalaureate degrees: Bachelor of Applied Science in Management and Supervision; Bachelor of Applied Science in Project Management; Bachelor of Science in Education, including early

childhood and elementary education; and Bachelor of Science in Nursing. More bachelor's degree programs are being developed.

The College's Associate in Arts degree provides full transfer of credit for those students who plan to pursue a bachelor's degree. The Associate in Science degrees have companion certificates that may be used as a career path toward the AS degree.

Courses for adults in literacy, English for Speakers of Other Languages, Adult Basic Education, vocational preparatory/job readiness skills, and GED preparation programs are also available.

Dual enrollment allows high school students to enroll and earn college credit and credit for high school graduation simultaneously. This is offered to public, private, and home-schooled students.

In its latest year of record, the college's 2018-2019 Total Revenue was in excess of \$44 million. State funding represented 49 percent of the total, while student fees and financial aid were 30 percent, and other revenues/transfers were 21 percent.

NWF State College offers intercollegiate baseball, softball and men's and women's basketball programs that consistently compete for conference, regional, and national titles. In 2015, the Raiders won the national NJCAA Division I championship in Men's Baseball and Men's Basketball.



- Demonstrated sensitivity to and understanding of the diverse academic, socioeconomic, cultural, and ethnic backgrounds of community college students and employees.
- Demonstrated support of and participation in student activities, including, but not limited to, the fine and performing arts, athletics, and student organizations.
- Demonstrated proficiency in the development of and appropriate approvals of new curriculum proposals, and the periodic review and revision of all credit and non-credit courses and programs of the College.

## CAMPUSES, CENTERS, AND COLLEGIATE HIGH SCHOOL OF NORTHWEST FLORIDA STATE COLLEGE

### Niceville Campus

The 264-acre Niceville campus is located less than 70 miles from Panama City and Pensacola. The campus houses the College's central administration as well as a variety of other programs and services.

Academic programs range from adult

literacy to a wide range of academic degrees and instructional offerings. The Learning Resources Center (LRC) provides a full range of library, database, and reference materials and services for all students in-person, online, and via intra-library loan.

The LRC houses the Career Resource

Center, Academic Success Center, and more. The Academic Success Center provides tutoring, advising, and distance learning resources.

The 75,000-square-foot, three-story Student Services Center (Raider Central), combined with the Student Activities Center (The Hanger), is the

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central hub of student and community life on campus. The Student Activities Center is home to the Barnes & Noble bookstore and Starbucks Cafe.

The Mattie Kelly Fine and Performing Arts Center on the Niceville campus offers an annual series of traveling Broadway shows and is home to the College's Northwest Florida Symphony Orchestra, the region's premiere professional orchestra.

## Fort Walton Beach Campus

The Fort Walton Beach Campus operates as a joint campus with the University of West Florida, sharing the same general location, to provide higher education to the residents of Fort Walton Beach and surrounding areas. The campus offers a wide variety of programs, courses required by specific programs, seminars/workshops, and community activities.

Located in Okaloosa County, the Fort Walton Beach Campus offers educational opportunities similar to those at the main campus. These include computer and science laboratories, a library (maintained by the University of West Florida), and student services, such as admissions/registration, advising, and testing.

As part of the College's commitment to provide leadership and support for the economic and workforce development of Okaloosa and Walton Counties, the Campus houses various economic development programs including the Economic Development Council of Okaloosa County, the Technology Coast Manufacturing and Engineering Network, and other endeavors.

## Hurlburt Field Center

This center provides college-credit courses and other programs designed to meet the needs of Hurlburt Field personnel. Housed at the base education center, the Center provides advising, admissions/registration, financial aid information, and placement testing.

The Center has a special program that allows military members to expand a Community College of the Air Force (CCAF) degree to a second college degree with as few as 15 additional college credits from NWF State College. As a Service member's Opportunity College, NWF State College allows degree completion in the event of a Permanent Change of Station move.

## Chautauqua Center

The Chautauqua Center in DeFuniak Springs serves Walton County residents of all ages and levels of education – from adult basic education to college degree programs. The Center provides services free-of-charge to adults who do not have a high school diploma, including adult literacy programs, English-as-a-Second-Language, and courses to prepare for the GED exam. An innovative distance learning program provides adult basic education and other services via the Internet.

## South Walton Campus

This campus serves the residents of South Walton County, Destin, Freeport, and surrounding areas with college credit and non-credit programs, adult basic education, college preparatory courses, academic advising, admissions, registration, financial aid information, and placement testing. The Center also houses the offices for AmeriCorps and the Choctawhatchee Basin Alliance (CBA), an environmental organization operated under the auspices of the College.

## Northwest Florida State College Fast Facts

- The College has approximately 750 full-time and part-time staff and faculty.
- Capital construction and renovations at NWF State College from Fiscal Year 2009 to 2018 totaled \$84.5 million.
- NWF State College tuition and fees are among the lowest in Florida of any public university or college.
- In 2014, The Military Order of the Purple Heart designated NWF State College as a Purple Heart College. It is the first college in Florida to receive this designation.
- In 2019-2020, NWF State College was designated a Military Friendly Institution by Viquory.
- In 2015-2016, more than \$13.7 million was awarded in student financial assistance.
- The Men's Basketball team was the 2014-15 NJCAA Division I National Champion, and the Baseball team was the 2014-15 NJCAA Division I National Champion.

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## Robert L. F. Sikes Education Center

The Robert L. F. Sikes Education Center in Crestview serves the residents of north Okaloosa County. It provides college credit and non-credit programs, adult basic education, college preparatory courses, academic advising, and placement testing. The Center was expanded to double the classroom and instructional space.

## NWF State College Collegiate High School

NWF State College operates a public charter school of the Okaloosa County School District for high school age students in the 10th, 11th and 12th grade. This Florida A+ school allows students to earn a high school diploma and a college degree simultaneously. In 2013, it was designated a Blue Ribbon School.



## NORTHWEST FLORIDA

Home to the main campus of NWF State College, Niceville offers towering pine trees, majestic oaks, unspoiled streams, cold water creeks, and the picturesque bayous of Northwest Florida. The city is known for living up to its name to residents and visitors alike.

Niceville has welcoming neighborhoods, top-ranked schools, a responsive city government, and mild weather. Outdoor and indoor recreation are plentiful, and the beach is only 18 miles away.

Named the “Best Place to Raise Kids in Florida in 2012” by *Bloomberg Businessweek*, Niceville has numerous youth programs and activities, sports leagues, parks, outdoor recreation, church youth ministries, outstanding schools, a thriving arts and entertainment center, state college, and residents who support and care about young people.

Okaloosa and Walton counties are the primary service areas of the College. Okaloosa County has a population of nearly 200,000 with Walton County having more than 63,000 residents.

## APPLICATION AND NOMINATION PROCESS

Confidential inquiries are welcomed; nominations are invited.

**To Apply** - Applications must include:

- Letter of interest
- Current curriculum vitae
- At least five references with full contact information, including emails (References will not be contacted without consent from applicants.)

**Submit application materials** to [NWFSC-VPAA@myersmcrac.com](mailto:NWFSC-VPAA@myersmcrac.com) by **April 24, 2019**, for **best consideration**.

**Submit nominations** to [NWFSC-VPAA-Nominate@myersmcrac.com](mailto:NWFSC-VPAA-Nominate@myersmcrac.com) with complete contact information, including email address, for the individual being nominated.

**Kenny Daugherty**, President; **Emily Parker Myers**, CEO; and **Jennifer Barfield**, Senior Vice President, of **Myers McRae Executive Search and Consulting** are assisting Northwest Florida State College with this search.



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*NWF State College is dedicated to the concepts of equity and equal opportunity. It is the specific intention of the College not to discriminate on the basis of age, color, ethnicity, disability, marital status, national origin, race, pregnancy, religion, genetic information or gender, in its employment practices or in the admission and treatment of students in its programs or activities.*