

POSITION PROFILE

The Houston Community College Board of Trustees invites applications and nominations for the position of INTERIM CHANCELLOR to serve as Chief Executive Officer for the College, reporting directly to the nine-member [Board of Trustees](#).

The Board seeks a proven executive leader – committed to the community college mission – to sustain the College’s momentum of institutional success and provide unifying leadership beginning summer 2023 as the Board undertakes a comprehensive search for a permanent chancellor, to be selected in spring 2024. The Interim Chancellor may apply to be considered for the permanent position.

The College

Houston Community College (HCC) is a diverse and complex public institution of higher education, recognized for its diversity and entrepreneurial service to its community. HCC is accredited by the [Southern Association of Colleges and Schools Commission on Colleges](#) (SACSCOC) to award baccalaureate and associate degrees; in its recent decennial review, HCC’s accreditation was reaffirmed by SACSCOC until 2032 with no recommendations.

HCC is one of the nation’s largest institutions of higher education, offering more than 100 programs of study to more than 60,000 students each year through its 14 [Centers of Excellence](#) across 23 campuses/centers and online. A [virtual tour](#) of HCC’s state-of-the-art learning spaces provides academic pathway and campus information for students and the community, as well as links to support services team members. In fall 2023, HCC will offer its first two [bachelor’s degree programs](#) in Artificial Intelligence & Robotics and Healthcare Management to meet growing workforce needs.

HCC’s student body reflects the growing diversity of its region, with approximately 41% of students identifying as Hispanic/Latino, 27% as Black/African American, 12% as White, and 13% as Asian. HCC employs over 5,000 full-and part-time employees and is a major employer in the region. For more institutional data, see [HCC Fast Facts Spring 2023](#).

The College and its talented faculty and staff are recipients of numerous local, state, and national awards and recognitions, including the [2022 Bellwether Award in Workforce Development](#) and top national ranking among community colleges traditionally underrepresented graduates. Recently, HCC was named one of 19 [Leader Colleges by Achieving the Dream](#) (ATD), a national nonprofit dedicated to advancing colleges as hubs of equity and mobility in their communities.

MISSION

Houston Community College is an open-admission, public institution of higher education offering a high-quality, affordable education for academic advancement, workforce training, career development, and lifelong learning to prepare individuals in our diverse communities for life and work in a global and technological society.

STRATEGIC PRIORITIES

Six key priorities form the focus of [HCC’s Comprehensive Strategy Framework](#):

Student Success

Diversity and Equity

Personalized Learning

Academic Rigor

Community Investment

College of Choice



The Community: Houston, Texas

Houston Community College has served the Greater Houston area for over four decades. HCC's service area spans more than 600 square miles of Harris and Fort Bend counties with a population of more than 2.5 million, including Houston ISD, Katy, Spring Branch, Alief ISD, Stafford Municipal District, and the Fort Bend portion of Missouri City.

Houston is the 4th largest city and 2nd fastest growing major metropolitan area in the country. It is a major corporate center, home to 25 *Fortune 500* companies, and internationally recognized for its energy, biomedical research, aerospace, technology, and healthcare industries. Prized for its diversity, the Houston metropolitan area is considered one of the best places to live due to its quality of life, affordable cost of living, and welcoming atmosphere.

The Position: Interim Chancellor

THE ROLE

The primary responsibilities of the **Interim Chancellor** of Houston Community College are to ensure the ongoing access, support, and success of the students of the communities served by HCC, while leading the District and inspiring confidence and trust. The Interim Chancellor is entrusted with performing all [duties](#) relating to daily operations of the College.

EXPECTATIONS

During this transitional term of service, the Interim Chancellor will support the Board of Trustees in advancing their goals:

1. Monitor approved performance targets and advance Board priorities of increasing enrollment, retention, and completion (accelerating the closure of achievement gaps), while promoting academic rigor and an inclusive environment for students, faculty, and staff.
2. Promote an organizational culture centered on student success and achievement.
3. Support a climate of mutual trust among Board members.
4. Strive for excellence in planning, governance, communication and the support of diversity, equity and inclusion system-wide.
5. Hold each other to the highest ethical standards, requiring honesty and personal responsibility.

DESIRED ATTRIBUTES

The preferred candidate will demonstrate the following proven personal and professional attributes:

1. Exhibits integrity, transparency, humility, evidence-based decision-making, and flexibility in all College matters.
2. Sustains and builds on HCC's positive momentum of success.
3. Partners effectively with legislative, community, and business leaders about funding sources, programs, cooperative relationships, and other matters affecting the College.
4. Works successfully and collegially with a diverse group of internal and external constituencies within established processes.
5. Maintains open channels of communication with the Board and with internal and external College communities.

QUALIFICATIONS:

- ✦ Documented track record of effectiveness as a senior administrator in higher education.
- ✦ A doctorate from a regionally accredited institution is highly preferred.
- ✦ Experience in a multi-campus urban/suburban and diverse setting is highly preferred.

Applications & Nominations

How to Apply: This is a confidential search process. To ensure full consideration, application materials should be received no later than Sunday, June 4, 2023. The position will remain open until filled.

To apply, email the materials requested below to: <mailto:acctsearches@acct.org> [Please submit either PDF or Word documents.]

Candidates must submit the following materials to complete the application:

1. A **cover letter** of no more than 5 pages describing how you are prepared to meet the *expectations & desired attributes* noted above.
2. A **current resume** including an email address & cellular telephone number.
3. A **list of 5 professional references**, including email addresses & cellular telephone numbers.

For additional information, nominations, or confidential inquiries please contact:

Dr. Cindy Miles, ACCT Consultant ✦ cmiles1779@icloud.com ✦ (619) 322-8824

HCC does not discriminate and prohibits discrimination on the basis of race, color, religion, gender identity and gender expression, national origin, age, disability, sex, sexual orientation, or Veteran status in employment or the rights, privileges, programs, and activities generally accorded or made available to students at the school, administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs. The College's full Accessibility and Nondiscrimination Statement and contact information can be found at: <https://www.hccs.edu/departments/institutional-equity/equal-opportunity-statement/>

✦ An ACCT Search ✦



HOUSTON
COMMUNITY COLLEGE