



# PIEDMONT TECHNICAL COLLEGE

*Invites Applications for*

Vice President for Academic Affairs



# about

## VICE PRESIDENT FOR ACADEMIC AFFAIRS

Piedmont Technical College, one of South Carolina's leading comprehensive two-year community colleges is seeking an experienced, innovative administrator to lead the college's academic programs as Vice President for Academic Affairs.

As chief academic officer of the college, the Vice President for Academic Affairs reports directly to the President, and is responsible for the academic and continuing education curricula of the institution, providing leadership for all credit and non-credit programs in support of the college's mission, and ensuring academic excellence.

The Vice President for Academic Affairs works collaboratively with the President, Vice Presidents, Department Chairs, faculty, and other departments as necessary to manage the processes through which instruction is delivered at the college, to develop and oversee academic policy, and to articulate and execute a long-term vision for academics at Piedmont Technical College that supports the college's strategic plan and meets the needs of the communities it serves.

Reporting to the Vice President are: the Academic Deans, Continuing Education, Online Learning, Grants, Library Services, Dual Enrollment, Dean of County Campuses, and Institutional Effectiveness.



## essential FUNCTIONS:

- ▶ Provides leadership, guidance and supervision of faculty and staff providing credit and non-credit courses of study in a multi-campus community college.
- ▶ Oversees staff and faculty members responsible for regional and program accreditation, institutional research, grants, library support, and County Campus operations.
- ▶ Researches and recommends new educational programs and initiatives, and establishes partnerships and articulations with other institutions to benefit the college's students.
- ▶ Supervises budgeting and expenditure of Academic Affairs division.
- ▶ Works effectively with the South Carolina Technical College System Office and educational officers at other Colleges and Universities. Represents and advocates for college at functions as necessary.
- ▶ Develops and executes a training and professional development program for faculty and staff in Academic Affairs.
- ▶ Integrates appropriate technology throughout instructional services.



# preferred QUALIFICATIONS:

- ▶ An earned doctorate degree from an accredited institution plus five years of senior educational administrative experience directly related to the position summary and essential functions listed above in a comprehensive community college setting.
- ▶ Knowledgeable of higher education economic and policy issues, and a broad range of experience in all facets of academic affairs, including program and curriculum development, assessment and instructional design including technology enhanced delivery methods, advisory committees, program and regional accreditation processes, and the ability to develop strong faculty relations.
- ▶ Demonstrated success in developing and executing a forward-looking, long-term vision and strategic plan informed by evidence-based assessment to guide the development of Academic Affairs.
- ▶ Demonstrated success in improving student learning, engagement, retention & graduation in an academically and demographically diverse setting, and an unwavering commitment to academic excellence and quality customer service.
- ▶ Demonstrated leadership experience to include strategic and tactical planning, financial management, and project governance. Knowledge of common processes and systems in higher education.
- ▶ Commitment to the ongoing personal and professional development of the college's faculty and staff.
- ▶ Effective advocate for the vision, mission and underlying principles of the Comprehensive Community College.
- ▶ A participatory leadership style, and demonstrated creativity and flexibility in problem solving.
- ▶ Strong interpersonal skills and excellent oral and written communication skills. Demonstrated ability to communicate effectively with internal and external constituencies.
- ▶ Demonstrated ability to exercise efficient stewardship of the College's human and financial resources.



# minimum QUALIFICATIONS:

- ▶ A master's degree plus seven (7) years of progressively responsible related work experience, preferably six (6) years of progressively responsible related work experience in education or a discipline related to programs offered by the college.

## TYPE OF POSITION: **Full Time**

## STATE SALARY RANGE: **dependent upon qualifications**

### APPLICATION PROCEDURE:

Persons interested in this opportunity should apply online at <http://www.jobs.sc.gov>. Please complete the online State application to include current and previous work history and education. A resume may be attached, but not substituted for completing work history and education sections of the application or to determine if an applicant has met the minimum qualifications and additional requirements for the position.

Applications will be accepted until a suitable candidate is identified.



# about PIEDMONT TECHNICAL COLLEGE

Founded in 1966 and accredited by the Southern Association of Colleges and Schools, Piedmont Technical College is a comprehensive two-year college offering transfer coursework and hands-on career training.

The college serves a seven county area: Abbeville, Edgefield, Greenwood, Laurens, McCormick, Newberry, Saluda — the largest geographic region of any technical college in South Carolina. Although the college's original and largest campus is located in Greenwood, PTC has a campus location in each of the six additional counties it serves.

PTC offers a wide variety of credentials, including more than 27 associate degrees, 6 diplomas, 38 certificate programs, and more than 350 continuing education course offerings to the public each year.

The college offers five unique regional programs, some of which pull students from throughout the southeast: Funeral Service and Mortuary Science, Gunsmithing, Professional Clay, and Cardiovascular Technology. PTC is only one of three college's offering a two-year Veterinary Technology degree in South Carolina.

The college holds a strong market position. The college enrolls nearly 25% of the graduating high school senior class each Fall, and has built an extensive list of strategic partnerships with public schools and senior institutions in the region.



# about GREENWOOD, SOUTH CAROLINA

Greenwood is a thriving, mid-sized town in Upstate South Carolina. For outdoor enthusiasts, Greenwood offers many recreational activities including hiking and camping, and boating on nearby Lake Greenwood. Larger metropolitan areas, including Greenville and Columbia are within easy driving distance.

Greenwood has a low cost of living with affordable, desirable housing, quality schools, and excellent medical care.

# mission STATEMENT

Piedmont Technical College transforms lives and strengthens communities by providing opportunities for intellectual and economic growth.

# vision

We will become a premier community college with a shared commitment to create vibrant learning communities through relentless pursuit of student success and economic prosperity for all stakeholders.

# values

- ▶ Leadership and Innovation
- ▶ Integrity, Accountability, and Transparency
- ▶ Collaboration and Collegiality
- ▶ Inclusivity, Diversity, & Accessibility
- ▶ Student Success and Customer Service
- ▶ Entrepreneurship and Workforce Development
- ▶ Lifelong Learning and Community Improvement
- ▶ Data-driven Decision Making
- ▶ The Ongoing Pursuit of Excellence
- ▶ Commitment to Lean Principles

# institutional PROFILE

In 2012-2013, the College enrolled 8,865 students in 144,882 credit hours.

## Quick Facts: Fall Semester 2012

6,531 students enrolled in 64,154 credit hours.

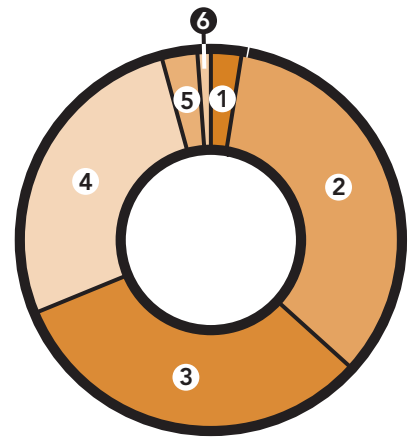
Ages 17-60+. The most common age is 20.

66% of students are female; 34% are male.

Average load taken by students: 10 credit hours.

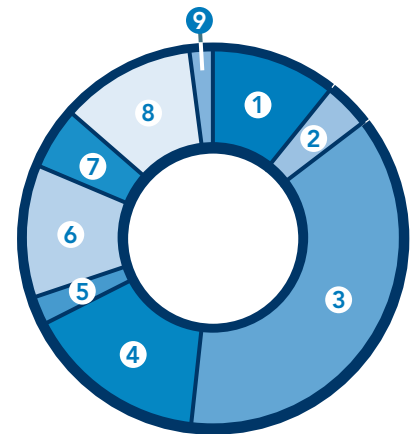
43% of our students are part-time students.

57% are full-time (taking 12 credits or more).



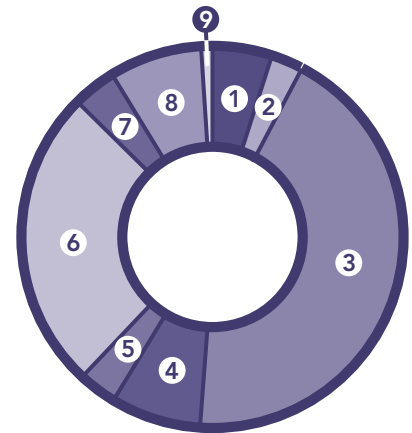
**Age of Students**

(1) 17 or under: 3%, (2) 18-21: 35%, (3) 22-30: 32%, (4) 31-50: 25.5%, (5) 51-59: 3.5%, (6) 60 or over: 1%



**County of Residency, Credit Curriculum**

(1) Abbeville: 10%, (2) Edgefield: 4%, (3) Greenwood: 37%, (4) Laurens: 15%, (5) McCormick: 3%, (6) Newberry: 11%, (7) Saluda: 5%, (8) Out of Region: 13%, (9) Out of State: 2%



**County of Residency, Continuing Education**

(1) Abbeville: 6%, (2) Edgefield: 1%, (3) Greenwood: 39%, (4) Laurens: 9%, (5) McCormick: 2%, (6) Newberry: 28%, (7) Saluda: 3%, (8) Other: 11%, (9) Out of State: 1%