Preamble
The Virginia Community College System provides programs and courses of instruction, through the associate-degree level, encompassing occupational-technical education, college transfer education, general education, developmental education, continuing education and workforce development. With 23 colleges located on 40 campuses throughout the state, Virginia's community colleges provide access to quality higher educational opportunities and workforce training throughout the Commonwealth for over 225,000 credit students and nearly 175,000 non-credit students.

"The Virginia Community Colleges are the crown jewel of the Commonwealth!"
-- Governor Tim Kaine

Virginia Highlands Community College serves residents of Washington County, the western portion of Smyth County, and the city of Bristol. Founded in 1967, the College boasts an annualized enrollment of nearly 3,600 total students and over 1,700 FTEs. Over 36% of all area high school graduates – and 70% of the college-bound students – attend VHCC. VHCC’s full-time tuition is a third of the public senior colleges and universities in the region, its workforce programs are well-respected, and its Guaranteed Admission Agreements with over 20 senior institutions throughout Virginia make VHCC an attractive option for our community.

With the retirement of Dr. Ron Proffitt after four years of outstanding service, VHCC is seeking its sixth president. Several priorities and key characteristics have been identified for the next leader, including the need for a professional who understands and is passionate about VHCC’s core values and unique student experience, who can be a charismatic communicator that can actively engage with the community, student body and staff, and who can set the stage for the future with new ideas and outreach opportunities that will fit well within the quickly changing 21st century educational environment. The next president must have the demonstrated ability to look for the opportunities outside of the traditional campus and government arenas to meet the current and future needs of our students, particularly in the area of distance learning initiatives. Fundraising and capital campaign experience, along with strong fiscal management skills are required, as the next leader must be an effective fundraiser who can articulate VHCC’s long-term vision to potential donors and plan/start the capital campaign to match wish lists with economic reality and budgetary restrictions. Promoting the visibility of VHCC within the region and
collaborating with county officials and sister colleges are high priorities and vital to help grow economic development in the surrounding counties.

Faculty
The College's commitment to academic excellence and intellectual rigor is best exemplified by the 42 full-time teaching faculty, many dedicated adjunct faculty members, and recent accreditation reaffirmation. Faculty experience ranges widely from distinguished specialists with 40 years of teaching experience to dynamic young scholars just completing their doctoral studies.

Staff
VHCC is very proud of its work force, and in turn, those individuals contribute to the successful operation of the College. The College employs nearly 100 well-trained and experienced full and part-time staff members who work within a vibrant community that values their opinions and recognizes the effect their presence has on the life of the College. Many of the staff are long-time area residents, have invested their entire professional lives to the college and take great pride in its accomplishments.

Students and Student Life
In Fall 2013, approximately 2,500 students were enrolled in credit courses with the majority from the Southwest Virginia area and others from Northeast Tennessee. VHCC has numerous student organizations, populated by students who are actively engaged in community service. Two of these student organizations – Students in Free Enterprise and Phi Theta Kappa – actively participate in national projects.

Academic Programs
VHCC is a comprehensive institution of higher education and offers more than 70 programs of study leading to the associate degree, diploma, certificate or career studies certificate. The College delivers credit and non-credit course offerings through the Workforce Services and Continuing Education division, and instructional divisions of Business, Humanities & Social Sciences, Nursing & Allied Health, and Science & Engineering Technologies. The transfer degree programs are some of the college’s most popular programs. In addition, Virginia Highlands is also known for several of its occupation/technical programs, including Nursing, Horticulture, Information Systems Technology, Energy, Electrical and HVAC and has a close relationship with the Washington County Skill Center.

Workforce Development
The College’s Workforce Training and Continuing Education (WTCE) division provides a dynamic program of workforce development services for area employers. While non-credit customized instruction is its primary focus, WTCE also coordinates credit initiatives for continuing education including some that lead to a Career Studies Certificate. This division also coordinates community service programs and special events. During FY 2013, WTCE served over 112 different employers and more than 1994 residents participated in one or more workforce training initiatives.

Learning Resources
The VHCC Library with 30,000 print volumes, 1,600 DVDs, 59,000 e-books and 1,000 audio-books, subscriptions to 68 print periodicals, and an estimated 10,000 online periodicals, prides
itself in providing access to the materials and services students and faculty need to conduct quality research and complete class assignments. Services include reference, research assistance, interlibrary loan, circulation, and VHCC identification cards. The VHCC Library also provides these materials and services to the public free of charge.

**Visual Communication Services**, located in the Office of Institutional Advancement, maintains the college website and designs and produces all college publications, including the college catalog, annual reports, program brochures, newsletters, and printed promotional materials.

**Distance Education Services** supports faculty in developing and offering distance education courses that meet the needs and preferences of today’s diverse student population. Over 100 courses are offered each semester in various distance learning and hybrid formats including online, web conferencing and compressed video.

**Audio-Visual and Educational Technology Services** supports faculty, students and community organizations with state-of-the-art classroom instructional and AV equipment, and assists faculty with the creation and delivery of instructional materials. This department also operates a testing center that provides testing and other assessment services for the college.

**Information Technology Services** supports computing, information processing, teaching, learning, research and communications at the College by providing procurement, installation, maintenance, security and helpdesk services for computer hardware, software and telecommunication systems.

**Budget and Finance**

VHCC has always had a balanced budget and does not carry any debt. However, like many state institutions, the operating budget is stressed. The operating budget ending June 30, 2013 was approximately $13.9 million. The institution is financed primarily by tuition and state funds, supplemented by contributions from the participating localities, grants and Foundation initiatives.

**Facilities**

The campus facilities include nine buildings with over 135,000 square feet on approximately 90 acres. A new state-of-the-art Greenhouse and a new Buildings and Grounds Facility were completed in 2006. Heartwood: Southwest Virginia’s Artisan Gateway is a new $16 million, 28,000-square-foot facility complex that opened in June 2011 on the VHCC campus. The Southwest Virginia Higher Education Center also operates a 95,000 square feet facility on the VHCC campus. The campus has made great strides in implementing energy saving technologies and controls - far exceeding current state mandates.

**Community**

VHCC is located in scenic and historic Southwest Virginia, in the “arts and outdoors” town of Abingdon. Its hilltop setting provides easy access to Interstate 81 and its proximity to Bristol makes it an attractive location in which to live and work. The Southwest Virginia Higher Education Center (SVHEC), located on the VHCC campus, provides baccalaureate and graduate degree programs and professional development courses primarily for adult learners. The SVHEC promotes regional economic development through its conference facility, business support
services, and technology applications. Heartwood promotes the area’s diverse crafts and cultural and natural attractions and entices visitors to explore the surrounding communities.

**Foundation**

The Virginia Highlands Community College Educational Foundation was founded in 1981 to build community relationships and to secure vital resources that strengthen the programs and services of Virginia Highlands Community College. The Foundation is governed by a 20-member volunteer Board of Directors, comprised of representatives from business, financial, and professional areas in the communities served by the College.

Donations to the VHCC Educational Foundation during 2012-2013 exceeded $750,000. Total Foundation assets also increased last year, up more than $100,000, bringing current assets to just over $1.7 million. Annually, the Foundation awards student scholarship funds in excess of $150,000, as well as an additional $375,000 to support vital campus initiatives. The Foundation hosts a number of well-attended fundraising and friend-building events throughout the year.

**Accreditation**

VHCC, a part of the Virginia Community College System, is approved by the State Board for Community Colleges. The associate degree curricula of the College have also been approved by the State Council of Higher Education for Virginia. The College is accredited by the Commission of Colleges of the Southern Association of Colleges and Schools.

**Reporting Relationships**

The President of the College reports to the Chancellor of the Virginia Community College System and is also advised by a local college board. The president’s senior staff consists of four Vice Presidents: Vice President of Instruction & Student Services, Vice President of Finance & Administrative Services, Vice President of Institutional Advancement and the Vice President of Workforce Training and Continuing Education.

**Qualifications for President**

Qualified candidates will have an earned doctorate and demonstrated successful senior executive experience at the highest levels. Previous experience must include significant responsibility for programs, budgets, personnel, facilities and other appropriate administrative duties. An understanding of the mission and goals of a comprehensive community college in the 21st Century and appreciation for rural colleges are essential characteristics, along with a clear commitment to instruction, student success, and community involvement. The successful candidate will have proven leadership abilities along with excellent communications skills, a strong belief in a collaborative administrative style as well as a servant leadership perspective. She/he must also have a broad vision for the College together with the skills and energy for implementation in addition to the demonstrated ability to work with business, industry, government and the community at large. The salary range is $133,487-$194,950. The search will remain open until the position is filled, however to be considered for the initial screening, candidates should submit application materials by **February 9, 2014** via our website at [www.vccs.edu/vhccsearch](http://www.vccs.edu/vhccsearch). Questions may be directed to 804-819-4685.

The Virginia Community College System is an Equal Opportunity/Affirmative Action Employer and actively seeks applicants from women and minority candidates.