

# Los Angeles Southwest College President Search



**LOS ANGELES  
SOUTHWEST COLLEGE**



**THE BOARD OF TRUSTEES OF THE  
LOS ANGELES COMMUNITY COLLEGE DISTRICT**

**Invites Applications & Nominations for  
President**

# Los Angeles Southwest College

[www.laccd.edu](http://www.laccd.edu)

An Equal Opportunity Employer



CITY / EAST / HARBOR / MISSION / PIERCE  
SOUTHWEST / TRADE-TECHNICAL / VALLEY / WEST

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## ABOUT THE COLLEGE

Los Angeles Southwest College is one of the nine colleges that comprise the Los Angeles Community College District (LACCD). Led by a Chancellor and governed by an elected Board of Trustees, the LACCD is the largest community college district in California and amongst the largest in the United States with an annual enrollment of nearly 240,000 students and 11,000 employees.

Established in 1967, Los Angeles Southwest College (LASC) has created a culturally diverse college community serving more than 10,000 students per year of which 96 percent are students of color. Accredited by the ACCJC, LASC is located approximately 20 minutes south of downtown Los Angeles and 15 minutes east of the Pacific Ocean, and is in proximity to the cities of Inglewood, the home of the NFL's Los Angeles Chargers and Los Angeles Rams; Hawthorne, home to SPACE X, Tesla Motors, and Northrop Corporation; Gardena, Lennox, parts of the City of Los Angeles, and unincorporated sections of Los Angeles County (2nd Supervisorial District). As a part of these communities for more than 55 years, LASC continues to achieve its mission as a hub for educational, recreational and cultural development within the communities it serves.

LASC has been named the nation's best community college for entrepreneurship by the National Association for Community College Entrepreneurship, and recipient of the Most Innovative Program award from the Los Angeles Orange County Regional Consortia. The college has transfer programs for university admission and programs in career and technical education and job placement, and LASC maintains close ties to the business community by providing successful job training programs that meet the workforce needs of local and regional employers. In response to the needs of the communities it serves, the college also provides basic skills/adult education programs and services, and works closely with local area high schools to promote dual enrollment and assist students in their transfer goals.

## COLLEGE MISSION

In honor of its founding history, Los Angeles Southwest College is committed to providing a student-centered and equitable learning environment designed to empower a diverse student population and the surrounding community to achieve their academic and career goals by:

- attaining certificates and associate degrees leading to transfer and workforce preparation
- eliminating systemic racism and exclusion
- becoming a model educational institution for the success of students of color

## THE PRESIDENT

The president provides leadership, innovation, and advocacy for LASC. As a proven leader with institutional understanding of LASC, the president is responsible and directly accountable for all college operations and is a district team member on the Chancellor's Cabinet. The ideal candidate will have a thorough understanding of the community college system, demonstrated experience in academic, administrative and student services programs and must be a dynamic, dedicated, and energetic leader with skills to move the college to greater excellence. The successful candidate must be able to effectively lead the college in an environment which fosters instructional and service modalities, including transfer and career education, basic skills/adult education programs, and community service programs. The successful candidate can and will articulate and communicate the College's vision and commitment to creating an equitable, diverse, inclusive, and anti-racist academic and work environment. The college seeks a visionary, transformational leader who will lead the campus into the next decade.

## **KEY PROFESSIONAL LEADERSHIP QUALITIES AND RESPONSIBILITIES**

The key qualities and responsibilities of the president of LASC include but are not limited to:

### **Commitment to Student Success and Equity**

- A student-centered leader who has a proven track record of promoting and addressing diversity, equity, inclusion and justice, with a commitment to amplifying student access and success. This guiding philosophy will be demonstrated through institutional strategies and policies that support all groups to achieve their personal and professional goals while creating community empowerment and social justice.
- Utilize LACCD's Race, Equity, Social Justice accountability Framework to ensure an equity lens is being used to identify and eliminate potential barriers

### **A Willingness to take Strategic Risks and Build Strong Teams**

- A deeply dedicated leader that makes data-informed decisions that lead to student success and the growth of the institution. This focused leadership will improve student outcomes, bolster college enrollments and nurture college culture. A leader who is committed to identifying, understanding and problem-solving ways to increase student outcomes based on factors such as race, ethnicity, and gender. Once gaps are identified, has the ability to mobilize the college to improve results.
- A leader who fosters an institutional culture built on trust, collaboration, accountability, and transparency. With an understanding of decision-making and shared governance across different constituency groups, will advocate for a common commitment among students.
- A leader who is guided by ethics and is committed to transparent and inclusive decision-making processes.
- A leader who promotes college-wide morale, cohesion, and respect among all college constituencies, resolves controversial issues and problems in a timely manner using input from constituency groups, and is sensitive to the effects of decisions on students and the campus communities.
- A consensus builder committed to faculty and staff diversity who uses and promotes an open, approachable management style that is inclusive, collaborative, and enthusiastic; and who values and supports staff development, motivates employees and acknowledges their contributions.
- An executive officer who understands and appreciates the roles of the Chancellor and Board of Trustees, and who is committed to maintaining productive and effective relationships across the large and complex District.
- Values shared governance, academic freedom, and academic standards
- A leader who is guided by professional ethics and is committed to transparent and inclusive decision-making processes.
- A leader who promotes college-wide morale, cohesion, and respect among all college constituents, resolves controversial issues and problems in a timely manner using input from constituent groups, and is sensitive to the effects of decisions on students and the campus communities.

- A consensus builder committed to faculty and staff diversity who uses and promotes an open, approachable management style that is inclusive, collaborative, and enthusiastic;
- Motivates employees and acknowledges their contributions, values and supports professional development for faculty, staff and administrators.
- An executive officer who understands and appreciates the roles of the Chancellor and Board of Trustees, and who is committed to maintaining productive and effective relationships across a large and complex District.

## **Plans for Lasting Internal Change**

- A thoughtful leader who builds a future with LASC to integrate a planning process to ensure that the college develops, implements and assesses the master plan, strategic plans, and student equity plans to significantly improve student access and success.
- A leader who ensures that the culture of the college is built around the completion of valuable credentials for all students and continuous improvement in learning and growth for students, faculty, staff and administrators.
- A long-term visionary with a commitment to growing enrollment for existing programs as well as encouraging innovation in a changing economy.

## **Has a Positive Attitude and Enthusiasm for the Work of the Institution**

- A leader who is committed to following an integrated planning process that complies with accreditation standards by including effective implementation of plans, routine assessment of progress, and continuous data-informed improvement.
- An educator with a results-oriented approach who promotes a culture of inquiry and evidence, stimulates innovation, leads the college to agreed-upon student outcomes, and aligns plans and implementation efforts to measurable objectives.

## **Communicates Effectively**

- Demonstrates knowledge, experience, collaboration and collegiality with faculty, staff, administrators labor unions and associations.
- Demonstrates knowledge of California Education Code and Title 5 Regulations as it relates to Collegial Consultation with the Academic Senate.
- A visionary educational leader who possesses exceptional interpersonal, written, and oral communication skills. This engaging approach fosters relationships that develop shared priorities to identify and resolve problems.
- A leader who is politically proactive with proven advocacy skills and a solid understanding of recent local, state, and national legislation that impacts community colleges.
- A leader whose trustworthy communication and confident management styles are effective in the college's multicultural/multilingual environment to mitigate problems.

- A leader who is transparent in engaging with the college's diverse internal and external stakeholders and committed to building consensus by using and promoting an inclusive, collaborative management style.
- A leader who strategically communicates in ways that advances equity, student access, success, workforce preparation and placement.
- A leader who maintains communication with the Chancellor to ensure shared goals and a common understanding of the college's progress toward achieving desired student outcomes and institutional goals.

## **Financial and Operational Ability**

- Serving as a fiscally competent leader who will ensure the college's fiscal stability, securing sufficient resources to fund operations and providing adequate controls to prevent fiscal mismanagement.
- Administrative oversight of technological infrastructure, comprehensive facilities and ongoing bond-related construction programs.
- Management of academic affairs, student services and administrative services.
- A fiscally competent leader who will ensure the college's fiscal stability, secure sufficient resources to fund operations, and provide adequate controls to prevent fiscal mismanagement.
- An astute administrator with demonstrated expertise in the complexities of higher education that impact community college finances and operations, including collective bargaining, federal and state programs, and legislation.
- A leader who aligns expenditures with strategies and provides prudent oversight for the completion of major capital facilities construction and renovation projects.
- A leader who demonstrates fiscal integrity in the linking of planning to resource allocations.

## **Entrepreneurial Fundraiser**

- Protecting and expanding the college's fiscal resources by maintaining a prudent financial management system, employing judicious enrollment management, aggressively advocating for district, state, and federal funding, and creatively pursuing alternative resource development and grant activities.
- An entrepreneurial and effective fundraiser with demonstrated capacity to secure resources that will build and support a highly successful LASC Foundation.
- Raising revenue and developing resources to support programs and facilities.
- Taking on a highly-visible and influential role to engage stakeholders in the region through key partnerships to support the college's goals.

## **Develops Effective Community/External Partnerships**

- Appreciating and promoting the importance of the college campus as an educational and cultural center for the community by forging strategic partnerships with external entities, including K-12 school districts, four-year colleges and universities, community-based organizations, and employers.
- Strengthening the viability of the Los Angeles Southwest Community College Foundation to develop relationships with community and civic organizations and successful engagement in fundraising and philanthropic activities.

- Developing grant and funding opportunities at the local, state and national level.

## MINIMUM QUALIFICATIONS

- Possession of a master's degree; and,
- One year of formal training, internship, or leadership experience reasonably related to the administrator's administrative assignment.
- Demonstrated sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability and ethnic backgrounds of community college faculty, staff and students.

## GENERAL REQUIREMENTS

Health: A medical certificate indicating fitness to engage in administrative work is required for new employees at the applicant's expense after selection and before employment.

## DESIRABLE QUALIFICATIONS

- An earned doctorate or other terminal degree.
- Teaching, academic, administrative, and student services experience, preferably at the community college or university level.
- Five years successful full-time senior leadership experience in administrative positions in higher education at a level with significant decision-making responsibilities and/or comparable business and industry experience.
- A commitment to equality of opportunity, diversity, equity and inclusion.

## PERSONAL CHARACTERISTICS

The ideal candidate will be:

- A progressive, creative and visionary leader committed to student success, the development of quality educational programs, and institutional improvement.
- Able to demonstrate an understanding of the mission and governance structures of the California Community Colleges.
- Trustworthy and noted for integrity and honesty in personal and professional interactions and communications.
- A leader who will galvanize all constituents, support and motivate all employees, proactively build consensus, and continuously keep students at the center of all decisions.
- A role model for students, staff and community and committed in the long term to see LASC thrive.

## COMPENSATION AND BENEFITS

The current salary range is **\$231,579** to **\$286,886**, annually. Employee benefits include 15.5 paid holidays annually, 24 days paid vacation annually, District-paid medical/hospital, dental and vision care plans and a \$50,000 group life insurance policy.

## EVALUATION PROCEDURES

Applications for the position will be screened by the Human Resources Division for minimum qualifications. A District Search Committee will review the eligible applications and select candidates for interview, and after interviewing the invited candidates, will recommend to the Chancellor at least three unranked candidates as finalists. The Chancellor will conduct background and reference checks and interviews and will forward these candidates to the Board of Trustees, along with his recommendation, if any, of which candidate is best suited for the position. The Board may conduct further background checks or interviews as appropriate.

## FILING AN APPLICATION

To be considered for this position, applicants are required to file the application using web-based software to create an applicant profile account, allowing documents to be saved and uploaded as attachments. The application address is

<https://laccd.csod.com/ats/careersite/search.aspx?site=6&c=laccd>

### All applicants must submit the following:

1. A completed LACCD online application.
2. A letter of application, preferably five pages or less, which provides examples from background and experience to demonstrate how your knowledge and expertise relate to the position as described in this brochure.
3. A current resume of professional experience, educational background, and other pertinent information.
4. A list of eight references with business and home telephone numbers, including two supervisors, two subordinates (including one support staff member), two faculty, and two community members.
5. Copies of transcript(s) (official transcripts will be required if selected for an interview). Documentation from an approved foreign transcript evaluator is required for degrees received from other countries. For a list of approved foreign transcript evaluation agencies, please go to the Commission on Teacher Credentialing: <http://www.ctc.ca.gov/credentials/leaflets/cl635.pdf>.

The Search Committee will begin reviewing applications after May 2, 2023; however, applications may be accepted until the position is filled. To be considered in the first reading, applications must be submitted by 4:30 pm on May 2, 2023. If selected for the position, additional information, including official transcripts, will be required.

Employment is contingent upon verification of qualifications. LACCD reserves the right to modify and/or withdraw this position at any time.

For additional information, contact LACCD Human Resources at [ssaha@email.laccd.edu](mailto:ssaha@email.laccd.edu).

For nominations and confidential inquiries, contact our Search Consultants:

Dr. Erlinda Martinez  
(714) 421-3235  
[erlinda\\_martinez@verizon.net](mailto:erlinda_martinez@verizon.net)

For more information about the LACCD, please visit [www.laccd.edu](http://www.laccd.edu); for information about Los Angeles Southwest College, please visit [www.lasc.edu](http://www.lasc.edu).

## **AMERICANS WITH DISABILITIES ACT**

Individuals protected by the Americans with Disabilities Act (ADA) may request an accommodation in the selection/interview process with at least three business days prior notice. Documentation of the need for accommodation may be requested.

## **EQUAL EMPLOYMENT POLICY**

The policy of the Los Angeles Community College District is to implement equal opportunity to all qualified candidates for employment without regard to race, color, national origin, ancestry, religion, creed, sex, pregnancy, age, disability, marital status, medical condition (cancer related), sexual orientation, or veteran status. Positive action will be taken to ensure that this policy is followed in all personnel practices including recruitment, hiring, placement, upgrading, transfer, demotion, and treatment during employment, rate of pay or other forms of compensation, selection for training, layoff or termination. A vigorous equal employment opportunity program will be maintained to ensure a diverse work force and to achieve expected representation of qualified members of under-represented groups through the implementation of specific result-oriented plans and procedures (Board Rule 101301).

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## **DISTRICT ADMINISTRATION**

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