



President

Search Profile

2022 / 2023



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Executive Summary

Bellevue College is seeking a visionary and strategic leader to serve as their next President.

Reporting to the Board of Trustees, the President will lead innovative and unifying visioning and planning; advance diversity, equity, and inclusion initiatives; foster campus culture rooted in trust and transparency; expand vital initiatives including student success; evaluate the institution for effectiveness and financial health; and develop relationships broadly with key stakeholder groups. The next President will collaborate with students, staff, and faculty to create a welcoming environment that builds community and maximizes opportunities for student learning, engagement, and success.

Bellevue College is a diverse student-centered, comprehensive, and innovative college, committed to teaching excellence that advances the life-long educational development of its students while strengthening the economic, social, and cultural life of its diverse community. Bellevue College is located just 10 miles east of Seattle and serves a student population of 30,000, with over 54% students of color and more than 1,300 international students. The college promotes student success by providing high-quality, flexible, accessible educational programs and services; advancing racial equity, inclusion, and global awareness; and acting as a catalyst and collaborator for a vibrant region.

This role requires a bachelor's degree; a doctorate or terminal degree is preferred. The ideal candidate will have prior experience inspiring, leading and managing complex public, private and/or not-for-profit organizations of considerable size. Experience in higher education and/or higher education policy at the state level is preferred. The next President will have a successful history of increasing leadership responsibility and management experience, which allows one to take responsibility for the administrative, personnel, and financial complexities of the position. The ideal candidate will be a leader with organizational agility who handles ambiguity well. Direct budget responsibility of a multi-million-dollar budget is preferred.

The next President will be a steadfast advocate for diversity, equity, inclusion, and belonging across all dimensions of the college. This person will have a demonstrated record of success championing leadership efforts that advance racial equity and foster a culture of belonging that advances racial, social, and economic justice. This person will have a demonstrated commitment to and track record of promoting and supporting the trajectory of students and the careers of individuals from historically excluded and underrepresented populations. The next President will be self-motivated, proactive, resourceful, adept at building relationships, empathetic, a servant leader, and service-oriented with a keen focus on the organization they serve.

For more information on the search process and how to nominate, express interest, and/or apply, please see the section on the Search Process.

Role & Responsibilities

Reporting to the Board of Trustees, the role and responsibilities for the President of Bellevue College include the following:

- Effectively execute the core functions of the office of the president and prioritize racial equity, inclusion, student outcomes and institutional success.
- Lead the campus community through work necessary to ensure that Bellevue College is a welcoming and inclusive environment for all students, staff, and faculty. Listen and interact with all constituent groups to identify issues, implement immediate changes where possible and work with the Cabinet on long range solutions.
- Lead and manage the Cabinet to operate as a high-performance team building an environment of clear priorities, equity, trust, empowerment, and accountability serving as a role model for the broader college community.
- Align resources to support student success initiatives, including Achieving the Dream (ATD) and Guided Pathways (GP). Collaborate with instructional leaders, faculty, and staff to track all student success metrics.
- Proactively manage the operating budget, reserves, and financial planning to ensure financial stability in the short term and position the college for the long term.
- Build effective external relationships with school districts, local employers, local community, community and technical college system, alumni, key volunteers, and elected officials as the primary “face of Bellevue College.”
- Perform other duties as assigned by the Board of Trustees.

The President’s portfolio includes direct and indirect management of the following areas:

- Administrative Services
- Diversity, Equity, and Inclusion
- Human Resources
- Information Technology Services
- Institutional Advancement
- Academic Affairs
- Student Affairs
- Effectiveness and Research
- International Education and Global Initiatives

Additional information on the Bellevue College’s organizational structure can be accessed here: [Organizational Chart](#).

This person will be a demonstrated and experienced leader who will advance the following agenda items in partnership with the college’s senior leadership team and Board of Trustees:



Lead innovative and unifying visioning and planning activities

The next President will lead innovative and unifying visioning and planning activities which build upon the college's strengths, distinct values, and refined identity. This includes developing the vision and strategic plan for the next 10 years. A part of this work will be to define the values of access, sustainability, quality, accountability, integrity, and community engagement. The next President will work with

internal and external community stakeholders in a collaborative, collegial, and transparent manner. This leader will be skilled at identifying and communicating innovative ideas, especially those which reflect technological advances on the nature and modality of instruction.

Advance diversity, equity, and inclusion initiatives

Diversity, equity, and inclusion is a top priority almost universally across the campus and much of the discourse at Bellevue College is communicated through the lenses of diversity, equity, and inclusion. However, there is a sense that more work can be done to live out these priorities through actions, especially in improving educational access, hiring faculty and staff from diverse backgrounds, and supporting historically excluded and underrepresented students. In an effort to support these actions, Bellevue College has a vibrant and active Office of Diversity, Equity, and Inclusion working with campus partners to eliminate systemic disparities across the college. The next President should be well-versed in and be seen as an informed and active sponsor of these values.

Foster campus culture rooted in trust and transparency

Bellevue College has an opportunity to foster a campus culture rooted in trust and transparency. Like many campuses, the college has experienced significant change in recent years, including leadership transitions and responding to the pandemic. These factors have helped illuminate the opportunity for the culture to grow, improve, and evolve to meet current and future needs. The next President will be an inclusive and transparent leader at their core and a steadfast proponent for building trust among and between the faculty, staff, students, and senior leadership of the college. This person will seek to understand the needs of those in the campus and broader community and take action so others feel truly valued and appreciated.



Expand vital initiatives including student success

The next President has an opportunity to expand vital initiatives that will provide extensive benefits to students and the college as a whole. There is a palpable sense that Bellevue College serves as a beacon for student success as evidenced through the tireless work of faculty and staff. The next President has an opportunity to do more to maximize retention and persistence among students

at all levels within the college. In an effort to inform this work, the next President should continue developing communication structures for receiving and sharing information. Additionally, this person will be an ambassador for helping campus stakeholders understand their role in student success and achieving desired student outcomes.

Align resources and talent to maximize effectiveness and financial health

While Bellevue College benefits from a strong financial position, its continued financial sustainability is necessary to continue its mission and support the community. As the college's identity is refined, the next President and the senior leadership team should evaluate how the various divisions, departments, and offices are organized, and align them strategically to maximize their effectiveness in fulfilling their mission, given available resources. This process also presents opportunities for the next President and the senior leadership team to continue the recruitment, development, and retention of high performing faculty and staff, whose work is essential to the success of the college, its students, and the community. The next President will be an accomplished leader and manager, not only of offices, operations, and systems, but especially of people.

Develop relationships broadly with key stakeholder groups

Effective collaborations with key stakeholder groups, including state and local governments, businesses, and organizations, is essential as the college continues to undergo efforts to define its vision and identity. Additionally, investments should be made to build mutually beneficial relationships with the college's alumni and key volunteers. The next President should be adept at building and sustaining credible and productive relationships on behalf of a complex institution such as Bellevue College. As a central part of these efforts, this person should demonstrate inclusivity, breadth, and depth in the relationships they build on the institution's behalf.

Qualifications & Qualities

Bellevue College seeks a visionary and strategic president to lead their campus and community into the future.

The next President should embody many of the following professional qualifications and personal qualities:

- *Academic:* A bachelor's degree is required; doctorate or terminal degree is preferred.
- *Experience:* Prior experience inspiring, leading, and managing complex public, private and/or not-for-profit organizations of considerable size. Experience in higher education and/or higher education policy at the state level is preferred.
- *Leadership:* An ability to demonstrate leadership results in key areas such as student success, overall staff development, innovative ideas supported, and retention of cabinet members and students. The ideal candidate will be a servant leader with organizational agility who handles ambiguity well.
- *Management:* A history of successively increasing management responsibility and experience, which allows one to take responsibility for the administrative, personnel, and financial complexities of the position. Direct budget responsibility of a multi-million-dollar budget is preferred.
- *Cultural competence:* Demonstrated success in maintaining a high-level of cultural competence and a commitment to racial equity in the workplace and educational environment.
- *Resourcefulness:* An ability to manage a broad, complex, and demanding portfolio with limited resources. The ideal candidate will be a creative leader who is able to take reasonable risks, make difficult decisions, and communicate them effectively across all groups.
- *Strategy:* Experienced strategic thinking and planning, goal development, and plan implementation skills. Demonstrated ability to plan, prioritize, organize, innovate, and oversee complex work processes, process improvements, or projects.
- *Accountability:* Sets high expectations and holds themselves and others accountable while following through on commitments.
- *Collaboration:* A collaborative approach with the ability to build and maintain trust quickly and facilitate growth across internal and external constituencies, including the State Board of Community and Technical College (SBCTC) system, state

and local government, alumni, key volunteers, and external businesses and organizations.

- *Inclusivity*: A steadfast advocate for diversity, equity, inclusion, and belonging across all dimensions of the college. A demonstrated commitment to and track record of promoting and supporting the trajectory of students and the careers of individuals from historically excluded and underrepresented populations.
- *Communication*: An excellent, empathetic, and communicator who is able to creatively and articulately inspire others by presenting credible visions of the future to all stakeholder groups.
- *Integrity*: A leader with the highest level of ethics and integrity.
- *Interpersonal skills*: Exemplary skills as demonstrated by being self-motivated, proactive, resourceful, adept at building relationships, empathetic, a servant leader, and service-oriented with a keen focus on the organization they serve.

Search Process & Appointment

Bellevue College invites nominations, expressions of interest, and applications as part of the search for their next President. Please visit the link [Submissions](#) to submit a nomination, express interest, and/or apply for the position.

Application Process

For full consideration, candidates should visit the link “Submissions” above, and complete the following steps by February 3, 2023. Applications received after that date may be considered until the position is filled.

1. Select “Apply” and complete the brief online application form.
2. Follow the directions to submit the following documents:
 - a. a letter of interest outlining their experience relative to the role and agenda for the position;
 - b. a resume or curriculum vitae;
 - c. a diversity statement of no more than two (2) pages that describes and provides specific examples of how their educational and/or professional experiences, background or philosophy demonstrate their commitment to diversity, equity, and inclusion, and how these prepare them to contribute to Bellevue College.
3. Additional information regarding references and due diligence will be requested from semi-finalists and finalists later in the process.
4. Prior to start of employment, a background check will be conducted. Information from the background check will not necessarily preclude employment, but will be considered in determining the applicant's suitability and competence to perform in the position.

Timing & Term

Candidate recruitment will occur until an appointment is made. We anticipate that semi-finalists and finalists will be interviewed beginning in February 2023. The start date for the position will be negotiated with the candidate of choice, but the college is anticipating the next President will begin their work no later than July 1, 2023. The contract is for three years through June 30, 2026.

Compensation & Benefits

The anticipated annual salary range for the position is \$275,000 - \$310,000. The final annual salary will be commensurate with the next President's qualifications and related experience. This position is eligible for relocation allowance.

A generous benefits package is offered through Washington State plans that includes multiple medical, dental, life and disability coverage choices for employees and dependents; choices of retirement and deferred compensation plans; paid holidays, sick, and vacation plans; transit program, reduced tuition, employee discounts and memberships, etc.

Bellevue College is an Equal Opportunity Employer in accordance with applicable federal and state laws and regulations.

Bellevue College does not discriminate on the basis of race or ethnicity; creed; color; national origin; sex; marital status; sexual orientation; age; religion; genetic information; the presence of any sensory, mental, or physical disability; or veteran status in educational programs and activities which it operates. Bellevue College is prohibited from discriminating in such a manner by college policy and by state and federal law. All college personnel and persons, vendors, and organizations with whom the college does business are required to comply with applicable federal and state statutes and regulations designed to promote affirmative action and equal opportunity.

About Bellevue College

Bellevue College is a diverse student-centered, comprehensive, and innovative college, committed to teaching excellence that advances the life-long educational development of its students while strengthening the economic, social, and cultural life of its diverse community. Bellevue College is located just 10 miles east of Seattle and serves a student population of nearly 30,000, with over 54% students of color and over 1,300 international students. The college promotes student success by providing high-quality, flexible, accessible educational programs and services; advancing racial equity, inclusion, and global awareness; and



acting as a catalyst and collaborator for a vibrant region.

Bellevue College strives to create a vibrant and inclusive campus community that supports a diverse student body, faculty, and staff. As an essential part of the institution's mission and goals, diversity, equity, and inclusion are promoted and fostered in all aspects of college life. By enriching student life through leadership opportunities, personal learning, and cultural experiences, Bellevue College is committed to building an inclusive and diverse campus community that fosters creativity, innovation, and student success.

For more information on Bellevue College's awards and achievements, please visit:

[Awards and Achievements](#).

Facts & Figures

About Bellevue College

- Founded in 1966
- Public (state-assisted)
- Open-access and community-based
- Coeducational

2021 Enrollment

- Students: 27,334
- Students Enrolled for Credit: 20,569
- Fall Students Enrolled for Credit: 12,286

Demographics

- Average age of BC credit students is 22.8; the median age is 20.0
- Full-time students: 44% (taking 15 or more credits)

International Enrollment

- International students (all visa types) enrolled in credit classes: Over 1,300
- International students enrolled through the International Education department: More than 750
- Enrollment from 57 countries outside of the U.S.

Student Body Race/Ethnicity

- Asian and Pacific Islander: 28%
- African American: 4%
- Native American: 1%
- Latinx: 11%
- Multiracial: 6%
- White: 39%
- Other: 4%
- Did not report: 7%

Employees

- Total employees: 1,338
 - Faculty: 811
 - Full-time faculty: 212
 - Part-time faculty: 599
 - Staff: 527

Employee Race/Ethnicity

- Asian and Pacific Islander: 21%
- African American: 6%
- Native American: 1%
- Latinx: 6%
- Multiracial: 1%
- White: 63%
- Other: <1%
- Did not report: 2%

Academic Calendar

- Quarterly (fall, winter, spring, summer)
- Academic year runs July through June

Award Levels

- Bachelor's Degree
- Associate Degree
- Certificates

Programs of Study

- Arts & Humanities
- Health Sciences, Education, and Wellness Institute (HSEWI)
- Institute of Business and Information Technology (IBIT)
- Science
- Social Science

Degrees & Certificates

- Transfer associate degree programs: 9
- Non-transfer associate degree programs: 2
- Bachelor's degrees: 14
- Professional-technical programs: 104
- Certificate career-preparation programs: 64

Credit Programs

- Basic Education for Adults
- Dual Credit Programs
- Parent Education
- Workforce Development

Non-Credit Programs

- Community Education
 - Art and Design
 - Personal Enrichment
 - World Languages
 - Retirees (TELOS)
 - Teen Program
- Tombolo Institute
 - Business
 - Technology
 - Healthcare
 - Corporate Training

Highest-Enrolled Programs

- Business Administration/ Management/ Accounting
- Nursing
- Computer Science/ Programming/ Database Administration/ Network
- Radiologic Technology/ Imaging/ Allied Health
- Interior Design

Facilities

- Main campus – 100 acres in southeast Bellevue
 - 18 total buildings (totaling 982,000 square feet)
 - 12 academic buildings (totaling 735,500 square feet of classroom and instructional space)
 - 1 resident hall (including 400 beds in a mix of studios, 2 bedroom and 4 bedroom apartments)
 - Multiple sports facilities (including fitness center, gymnasium, baseball field, soccer fields, and softball field)
 - 300-seat Carlson Theatre and 80-seat Stopgap Studio Theatre
- North campus - two acres, one building (70,000 square feet)

Core Values and Mission*Core Values*

We, the Board of Trustees, faculty, staff and administration of Bellevue College, place students at the center of all we do and support and promote the excellence of their efforts. We affirm and embody pluralism, value collaboration and shared decision making, and honor creativity and innovation. We consider it our duty to anticipate changing demands in education and welcome the opportunity to shape its future. We acknowledge our responsibility to society and embrace the belief that widespread access to excellent post-secondary education is the cornerstone of a democratic society.

Mission

Bellevue College is a student-centered, comprehensive and innovative college, committed to teaching excellence, that advances the life-long educational development of its students while strengthening the economic, social and cultural life of its diverse community. The college promotes student success by providing high-quality, flexible, accessible educational programs and services; advancing pluralism, inclusion and global awareness; and acting as a catalyst and collaborator for a vibrant region.

Core Themes

Objectives, Indicators, and Measures of Achievement

Bellevue College's four core themes collectively express the mission of the college. The college has established objectives, indicators, and measures of achievement in order to continuously assess mission fulfillment.

For more information, please see: [Core Themes, Objectives, Indicators, and Measures of Achievement](#).

Student Success

Bellevue College supports the success of all students in meeting their educational goals through its commitments to open access learning; to offer a portfolio of appropriate and well-chosen educational programs, services, and activities; and to its ongoing attention to student persistence and educational attainment.



Teaching and Learning Excellence

Bellevue College prepares and enables excellence in teaching and learning through its commitments to ensure relevance, responsiveness, and inclusiveness of curriculum; to maintain an effective teaching environment by supporting the teaching and professional achievement of all faculty; to provide for the accessibility of quality learning support services; and to monitor the academic and professional success of all students.

College Life and Culture

Bellevue College values a learning and working environment through its commitments to support a campus environment that is diverse, inclusive, open, safe, and accessible; to model a college community that affirms and embodies racial equity and values collaboration and shared decision making; and to honor and practice sustainability, creativity and innovation.

Community Engagement and Enrichment

Bellevue College strives to be a leader and partner in building a strong and vibrant region through its commitments to collaborate with businesses, industries, local school districts, primary transfer institutions, alumni, donors, and governmental and social

services organizations to develop and refine educational programs that prepare individuals for academic success, employment, and lifelong learning; and to provide programs and space for use by the community at large.

BC Priorities Project

As part of preparation for the search for a permanent college president, the Board of Trustees requested campus leadership to embark on a project to identify the priorities and values that will guide the college through the next 3-5 years. This project, the BC Priorities Project, was designed to help the Board and Bellevue College's leadership team to focus on what is most important to the campus and the greater community and inform the development of materials and criteria to identify the best presidential candidates to continue moving the college forward. For more information, please visit: [BC Priorities Project Overview](#) and [BC Priorities Project Report](#).

Student Success

Achieving the Dream

In 2017, Bellevue College joined the Achieving the Dream (ATD) network. As a member, the college has access to leadership and data coaches who will help close equity gaps and improve graduation and retention rates for all students. For more information, please visit: [Achieving the Dream \(ATD\)](#).

Based on the ATD's [Institutional Capacity Assessment Tool \(ICAT\)](#), an integrated, institution-wide approach to student success called [Guided Pathways](#) was adopted. These include three workgroups comprised of members from across the college whose mission is to work on specific student success priorities.

BC Pathways

The BC Pathways program develops career and academic pathways for students including structured exploratory experiences for undecided students. For more information, please visit: [BC Pathways](#).

Integrated Student Supports (ISS)

ISS coordinates and systematizes student support efforts campus-wide to help students identify their education and career plan, and provide proactive and frequent supports until they finish. For more information, please visit: [Integrated Student Supports](#).

Faculty Professional Development (FPD)

The Faculty Professional Development group ensures students are taught by skilled instructors who are equipped with effective research-based tools and culturally-responsive practices to help close equity gaps and increase student success. For more information, please visit: [Faculty Professional Development](#).



ATD embraces the principle of “systemic change” as the college works to implement and sustain holistic changes that improve student outcomes. By helping students make more informed choices about what courses to take (BC Pathways), providing the targeted support they need (ISS), and developing effective, equity-focused tools for faculty to incorporate into their classrooms (FPD), this work will help close equity gaps and help students achieve their academic and career goals.

Diversity, Equity, and Inclusion

Bellevue College’s Diversity, Equity, and Inclusion Plan is a commitment to the access, development/progress, and success of students and employees. The Plan addresses the:

- equitable accessibility, responsiveness, and distribution of services, resources, and supports;
- representation of diversity within human identities and experiences within curricular content and social environment;
- engagement of meaningful dialogue that is respectful, treats people with dignity, and facilitates both understanding and transformation;
- incorporation of all ideas within the decision-making process.

For more information, please visit: [Diversity, Equity, and Inclusion Plan](#).

Accreditation

Bellevue College is accredited as a baccalaureate degree-granting institution by the Northwest Commission on Colleges and Universities (NWCCU), a regional accrediting body recognized by the U.S. Department of Education. NWCCU accreditation was most recently reaffirmed in 2019. For more information, please visit: [Northwest Commission on Colleges and Universities](#).

Leadership and Governance

Bellevue College is led by visionary, innovative, and service-oriented leaders across both their [Board of Trustees](#) and [senior leadership team](#), which both work in close collaboration with the President.

The Board of Trustees is composed of six members, appointed by the Governor of Washington and confirmed by the Senate. Five of the members serve a five-year term and the student member serves a one-year term.

Legal power and responsibility for the operation of Bellevue College rest with the Board of Trustees. The Board of Trustees is an agency of the state and derives its authority as described in [RCW 28B.50.100](#). It is the responsibility of the Board of Trustees to establish policy and to evaluate the total college program.

The college has been well-served by Governor Gary Locke who has served as Interim President since June 2020. During his tenure at the college, Governor Locke has focused on prioritizing student success and diversity, equity, and inclusion initiatives across the college, managing financial resources, and pursuing partnership opportunities with the many large companies and organizations in the region as the college searches for a permanent president. For more information, please visit: [Office of the President](#).