

**BOARD OF TRUSTEES
MINNESOTA STATE COLLEGES AND UNIVERSITIES**

BOARD ACTION

APPOINTMENT OF PRESIDENT OF
ROCHESTER COMMUNITY AND TECHNICAL COLLEGE

1 BACKGROUND

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3 Gail O’Kane has been serving as interim president at Rochester Community and Technical
4 College since July 2013. A search for a permanent president commenced in early fall 2013. The
5 executive search firm, Isaacson Miller, was retained to assist with the recruitment for this
6 position. A search advisory committee was appointed consisting of the following members:

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8 Scott Olson, Search Chair and President, Winona State University
9 Cody Pogalz, Student Senate President
10 Jennifer Nisbit, Academic Affairs Support Staff
11 Jon Krusmark, Information Technology Specialist
12 Michelle Messenger, Marketing Director
13 Pam Benson, Faculty
14 Michelle Cochran, Faculty
15 Nirmala Kotagal, Academic Dean of Health Sciences
16 Steve Schmall, Vice President of Finance and Facilities
17 Aaron Benike, President, Benike Construction
18 Angie Bowman, President, Bowman Tool
19 Barbara Porter, Administrator, College of Medicine Office for Diversity and
20 Mayo Clinic Quality Academy

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22 The following individuals provided support to the committee:

23 Renee Engelmeyer, Chief Human Resources Officer
24 Chris Szaj, Executive Search Manager, System Office

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26 The position was advertised nationally in a variety of higher education and diversity publications.
27 At the same time, the search consultant initiated an aggressive recruitment campaign. There
28 were a total of 44 applicants. From this pool, the search advisory committee selected seven
29 individuals for initial interviews and forwarded its assessment of the candidates to Chancellor
30 Rosenstone. Chancellor Rosenstone selected four semi-finalists who then participated in public
31 interviews at the campus, including sessions with students, faculty, staff, administrators and
32 community members. Reference and background checks were conducted. System office
33 interviews were conducted by Trustees Alex Cirillo and Michael Vekich, Chancellor Steven
34 Rosenstone and some members of the chancellor’s cabinet.
35

36 After careful consideration of information received from each element of the interview process,
37 one candidate was selected for recommendation to the Board of Trustees for approval. At this
38 time Chancellor Rosenstone recommends Leslie McClellon to be the next president of Rochester
39 Community and Technical College.

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41 **RECOMMENDED COMMITTEE ACTION**

42 The Human Resources Committee recommends that the Board of Trustees adopt the following
43 motion.

44

45 **RECOMMENDED MOTION**

46 The Board of Trustees, upon the recommendation of Chancellor Rosenstone, appoints Leslie
47 McClellon as president of Rochester Community and Technical College effective July 1, 2014,
48 subject to the completion of an employment agreement. The board authorizes the chancellor, in
49 consultation with the chair of the board and chair of the Human Resources Committee, to
50 negotiate and execute an employment agreement in accordance with the terms and conditions of
51 the MnSCU Personnel Plan for Administrators.

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53 *Date of Approval: April 23, 2014*

54 *Date of Implementation: July 1, 2014*

Résumé of Leslie R. McClellon

EDUCATION

- 2006, Completed 42 hours toward Doctor of Education in Higher Education, Oklahoma State University, Stillwater, Okla.
- 1997, Master of Education in Urban Education, Langston University, Langston, Okla.
- 1989, Bachelor of Arts in Psychology, Langston University, Langston, Okla.

PROFESSIONAL EXPERIENCE

8/10 – current: Vice President of Student Affairs, Community College of Denver, Denver, CO

The Community College of Denver, a Hispanic-serving institution, enrolls 12,000 students each semester. CCD shares space with two universities on the unique Auraria campus. It is accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools.

Responsibilities:

Provide strong, visionary leadership and management in the division of student affairs by performing leadership duties personally or through subordinate supervisors in the following areas: Enrollment Services, Student Development and Retention, Student Life, and Creative Services and sub-departments. This position has full authority for overseeing more than 220 Student Affairs employees, has created 34 new positions to address the needs in the division, and participates in collective bargaining procedures and hearings. Oversight includes areas of recruitment and orientation, student requests, student records, financial aid, retention, career and transfer services, academic advising, student life, student success resources, internships, student conduct and behavioral intervention, and college publications. Evaluates operations, staff, programs support services and activities to ensure areas are efficient and effective in achieving divisional, college and Colorado Community College System goals and strategies. Ensures Student Affairs is prepared for and committed to serving the unique and diverse needs of students. This is achieved through utilizing data to develop goals and objectives for departments to assist the college in achieving its mission. Serves as a leading member of the Auraria Higher Educational Center's Emergency Planning Committee to ensure the safety of students, employees and visitors to Auraria campus as well as a member of the Policy Development and Shared Operations Committee to ensure equity of space and policy development for all institutions at Auraria. Collaborates with external organizations and constituencies who provide support for the institution and System to advance a culture of inclusiveness and innovation.

L. McClellon

Major Accomplishments:

Academic and Workforce Program Development

- Established interdepartmental alliances to develop special services programming to close achievement gap for underserved and critical populations to the college
- Planned and executed faculty professional development for classroom, conduct, and crisis management
- Led the successful development and execution of the urban male program, a program designed to enhance retention, graduation, and completion rates of male students
- Led and supervised implementation of the successful development of the 50 Plus program designed to provide targeted success services and job identification to students in this population
- Strengthened international services and programs by traveling to China to enhance and develop an international recruitment and student-staff exchange program

Fiscal and Budgetary Management

- Enhanced fiscal management practices by utilizing System funds of \$250,000 to create and intensify special services programming
- Secured general fund budget of \$230,000 to create and intensify international recruitment strategies
- Secured general fund budget to provide mandatory divisional professional development
- Enhanced budget to accommodate needs of the division by creating 34 new positions

Policies, Procedures and Systems

- Provided leadership in the development and review of tri-institutional policies and agreements for the Auraria campus
- Created and implemented divisional planning document for annual planning and a divisional vision document to track annual progress
- Facilitated development of Student Affairs divisional goals
- Established and implemented mandatory professional development program for Student Affairs
- Improved accountability and institutional effectiveness by streamlining processes and procedures for the division and college
- Improved the internal and external communication systems by developing and implementing processes and procedures for faculty, staff and student email system of the college
- Developed criteria for students to be serviced by Auraria Health Center

9/06-8/10: Dean, Student Retention and Support Services, Arizona Western College, Yuma, AZ

Arizona Western College is a comprehensive, Hispanic-serving community college serving 13,000 students annually. The College offers more than 85 certificates, degree and transfer programs and is accredited by the Higher Learning Commission.

Responsibilities:

Provided strong, visionary leadership and management for student retention and support services in the Division of Student Services by performing leadership duties personally or through subordinate supervisors in the following areas: Advising, Athletic Advising Coordination, Accessibility Resource Services, Single Parent Services, Transfer Services, Violence Prevention Program, TRiO Programs - Upward Bound, Educational Talent Search, Student Support Services, and Orientation. This position had full authority for overseeing faculty, staff, and athletic advising, retention planning, developing and implementing the college orientation program, execution and accountability of grant funds, and curriculum design. Coordination of activities, programs, and services that supported student access, success, and life-long learning by collaborating with faculty. Enhanced college readiness and expanded curriculum for entering freshman by facilitating the college-wide summer bridge program with faculty. Collaborated with internal and external stakeholders for grant writing opportunities. Initiated and maintained communication with constituencies through presentations, serving boards, and participating in community activities.

Major Accomplishments:

Academic, Program Development and Enhancement

- Provided intrusive advising with improved customer service to students with the implementation of eAdvising
- Participated in restructuring the college-wide strategic enrollment management committee to forecast enrollment growth and budget development
- Facilitated the development of the transfer center and programming, including transfer week activities, course curriculum, a transfer admission guarantee program, and fiscal support from universities
- Executed the redesign of an early alert process for 100% outreach to all developmental and lower-100-level courses
- Provided transportation for Summer Bridge program for entering freshman; decreased remediation need for participants in a range of 74-95% in the areas of Reading, English and math
- Redesigned and implemented freshman orientation, resulting in a 300% increase in attendance of students and parents
- Assisted with the development of Student Services Learning Outcome program
- Designed academic advisement for year-round services to students

Fiscal Support

- Assisted in securing continued grant funding for Violence Prevention Program for \$899,974 from the U.S. Department of Justice
- Secured operational funding for college Transfer Center and programming

Policies, Procedures and Systems

- Established College student email policy/procedure
- Established College hazing policy/procedure
- Established and implemented mid-term grade monitoring process

L. McClellon

- Facilitated the establishment and execution of the College-wide faculty/staff advisement model
- Established advising and tracking process for probation and suspension students

12/00-8/06: *Assistant to the Vice President for Student Services, Langston University, Langston, Okla.*

Langston University is a public land-grant institution and the only Historically Black College & University in Oklahoma. Founded in 1897, the university has grown to one branch campus in Tulsa, OK and an extension in Oklahoma City, OK. The university enrolls 2,061 undergraduates and 378 graduate students and offers associate, bachelor and doctoral degrees and is accredited by the Higher Learning Commission.

Responsibilities:

Provided strong, visionary leadership, supervision and management for four unit directors as the student services arm of the Division of Student Affairs in the following areas: TRIO - Upward Bound, Educational Talent Search, and Student Support Services, GEAR UP. This position had Full authority for developing and executing the university's retention programming, faculty, staff, student mentoring program, support services or referrals to the university community. Initiated grant writing and monitored grant compliance for TRiO programs and executed Programming related to a national Red Cross agreement, and acted as Dean of Women. I led training for the Division of Student Affairs in budget preparation and management, program planning and development, and assessment and evaluation. For incoming freshman, I taught Academic Achievement and Critical-Thinking courses and collaborated with Academic Affairs in assisting in implementing Campus Compact initiative (Service Learning/State of Oklahoma). Within the university, I established leadership development and systems utilization, assisted with development of policies and procedures that governed support services and enrollment services specific to academic progress and probation and suspension, Assisted with development and implementation policies and procedures that governed support services and enrollment services specific to academic progress and probation and suspension, and participated in recruitment, admissions, marketing and transfer orientation for the Enrollment Management department. I also participated in the development of the university campus safety program and county-wide mock exercise (disaster/terrorism-preparedness) and was designated as a building-emergency coordinator.

Major Accomplishments:

Community Outreach

- Established a comprehensive TRiO newsletter for all grant program participants, campus leadership, and public officials
- Coordinated and executed the Oklahoma state-wide higher education voter registration drive for which Langston University won
- Established a partnership with Logan County Red Cross to become a county disaster relief site

L. McClellon

- Established the university as a national leader in blood and bone marrow donations with the development and implementation of the Red Cross/NAFEO (National Association for Equal Opportunity in Education) Blood and Bone Marrow initiative
- Established blood and bone marrow drives on all Langston University campuses which include Langston-Tulsa-OKC, OK
- Recognized in the American Red Cross online newsletter

Program Development

- Developed and implemented university retention program
- Established the university's blood and bone marrow donation program with quarterly donations

03/98-12/00: *Executive Assistant to the Vice President of Student Affairs, Langston University, Langston, Okla.*

Langston University is a public land-grant institution and the only Historically Black College & University in Oklahoma. Founded in 1897, the university has grown to one branch campus in Tulsa, OK and an extension in Oklahoma City, OK. The university enrolls 2,061 undergraduates and 378 graduate students and offers associate, bachelor and doctoral degrees and is accredited by the Higher Learning Commission.

Responsibilities:

Provided office management leadership to the Division of Student Affairs while assisting the Vice President for Student Affairs/Affirmative Action Officer. This position had full authority in assisting the vice president with oversight, policy and procedure, fiscal management, and communications for Student Life, Greek Life, Housing, Enrollment Services, Support Services, Counseling Services, Health Services, Athletics, Police Department and Student Conduct processing and tracking. I coordinated proceedings and guiding principles for Affirmative Action Officer during related proceedings, created housing tables during the university's transition to SIS software, designed and provided training to housing staff, and maintained housing data base, and established and successfully implemented university's the Red Cross/NAFEO (National Association for Equal Opportunity in Education) Blood and Bone Marrow initiative university and community wide to increase blood and bone marrow donations in African Americans.

Major Accomplishment:

Community Outreach

- Gained national recognition from the American Red Cross Association by creating an alliance with Lincoln University (MO) to enhance blood and bone marrow donations of African American's in Oklahoma and Missouri

Systems Development

- Transitioned the division with training during college-wide software update

L. McClellon

10/96-03/98: Dean of Students, Wright Business School, Oklahoma City, Okla.

Wright Business School, now renamed as Wright Career College, is a not-for-profit corporation that offers 25 diplomas & certificates, associate degrees, and bachelor degrees in Oklahoma, Kansas, and Nebraska.

Responsibilities:

Developed academic progress and success plans for medical students, who were more than 50% of the student body, for matriculation and graduation during their 10-month program. I monitored student matriculation by collaborating with faculty and participated in staff and student development. Resources were solicited internally and externally to assist students in various academic and personal needs. Due to an increase in student volume, I hired supervised the assistant to the dean of students. I prepared daily reports of attendance and progress to administration. During my tenure, I instructed preparatory and professional development classes for all students.

Major Accomplishments:

Academic Development and Staff Development

- Achieved an average of 75 to 80% completion rate of students in 10-week programs
- Hired, trained, and supervised Assistant to the Dean of Students

01/94-8/95: Financial Aid Counselor, Langston University, Okla.

Langston University is a public land-grant institution and the only Historically Black College & University in Oklahoma. Founded in 1897, the university has grown to one branch campus in Tulsa, OK and an extension in Oklahoma City, OK. The university enrolls 2,061 undergraduates and 378 graduate students and offers associate, bachelor and doctoral degrees.

Responsibilities:

I assisted students in securing federal and state aid to students on the main campus and two satellite campuses of Langston University. During this time, I counseled prospective and current students and parents on financial aid processes, procedures and updates, conducted workshops and assisted with completing forms and securing documentation from students and parents for awarding. I worked with veterans and vocational rehabilitation coordinators.

Major Accomplishment:

Community Outreach

- Developed and conducted community informational sessions and formed FAFSA completion sessions for prospective students

L. McClellon

8/95-03/96: Financial Aid Counselor, University of Central Oklahoma, Edmond, Okla.

The University of Central Oklahoma is one of the top public universities and offers innovative learning to its more than 17,000 students as Oklahoma's metropolitan university. With more than 450 full-time and 650 adjunct faculty and staff it is accredited by the Higher Learning Commission.

Responsibilities:

I assisted students in securing federal and state aid to students on the campus. During this time, I counseled prospective and current students and parents on financial aid processes, procedures and updates, conducted workshops and assisted with completing forms and securing documentation from students and parents for awarding.

Major Accomplishment:

Community Outreach

- Developed and conducted community informational sessions and formed FAFSA completion sessions for prospective students

01/93-01/94: Case Manager (After Care), Community Counseling Center, Oklahoma City, Okla.

Community Counseling Center offers comprehensive outpatient treatment for its mentally ill patients. Treatment includes case management, treatments plans, monitoring by staff doctors and nurses, and community resource assistance.

Responsibilities:

I managed a caseload of more than 60 chronically mentally ill clients developing needs assessments aiming to promote patient growth. Clients were assisted in adapting to society, securing housing, and monitored to review their stability. I collaborated with doctors and nurses to form treatment teams in order to execute and review treatment plans for each client. As patients utilized community resources, I acted as their liaison. I assisted in revising policies, procedures, goals, and objectives of the Center and program.

Major Accomplishments:

Systems & Client Support

- Successfully managed a heightened caseload of 85 clients
- Prevented three suicide attempts by clients
- Collaborated with Center doctors and nurses to re-establish treatment plans for clients released from hospitals

L. McClellon

09/90-03/92: Special Recruiter / Case Worker, Big Brothers/Big Sisters of Greater Oklahoma, Oklahoma City, Okla.

Big Brothers Big Sisters is the nation's largest donor and volunteer supported mentoring network. Through meaningful, monitored matches between adult volunteers ("Bigs") and children ("Littles") in communities across the country, they develop positive relationships that have a direct and lasting effect on the lives of young people.

Responsibilities:

As the Special Recruiter, I established and managed the special recruitment program to increase the involvement of African American big brothers. This involved marketing and fundraising campaigns with local telephone station, participation in public relations initiatives with United Way on behalf of the agency, and other marketing strategies to garner interest in the program. I also solicited financial support from business and professional communities. Case management involved screening volunteers, children and parents through intensive interviews, home visits and reference and background checks. As a result of screening and program acceptance, volunteers and children were "matched" with support and monitoring provided to participants. Volunteer and parent meetings were conducted for information purposes.

Major Accomplishments:

Community Outreach

- Increased minority participation by 477%
- Raised funds and gained donations for organization

SELECTED AWARDS

- Colorado Black Women on Political Action, Education Honor, (2013)
- Good Neighbor Award - Southwest Region Blood Services, American Red Cross (2001)
- New Frontier Award from Southwest Region Blood Services, American Red Cross (2000)
- Keepers of the Dream Award, Ebony Tribune Newspaper (1991)

CURRENT PROFESSIONAL MEMBERSHIPS

- American Association of Community Colleges
- American Association of Women in Community College
- American Association of University Women
- National Academic Advising Association
- National Association of Student Personnel Administrators
- National Council for Student Development
- National Council on Black American Affairs
- National Institute for Staff and Organizational Development
- Rocky Mountain Council on Black American Affairs (Founding Member)
- Western Regional Council on Black American Affairs

L. McClellon