

**MINNESOTA STATE
BOARD OF TRUSTEES**

BOARD ACTION

APPOINTMENT OF INTERIM PRESIDENT OF NORTH HENNEPIN COMMUNITY COLLEGE

1 **BACKGROUND**

2 Following the announcement of President Barbara McDonald’s retirement, Chancellor Malhotra
3 invited nominations and expressions of interest for the position of interim president of North
4 Hennepin Community College. Applications and nominations have been reviewed by the
5 chancellor. He has reviewed all input received and consulted as appropriate to develop his
6 recommendation to the board. At this time Chancellor Malhotra recommends Jeffery
7 Williamson as interim president of North Hennepin Community College.
8

9 **RECOMMENDED COMMITTEE ACTION**

10 The Human Resources Committee recommends that the Board of Trustees adopt the following
11 motion.
12

13 **RECOMMENDED BOARD MOTION**

14 The Board of Trustees, upon the recommendation of Chancellor Malhotra, appoints Jeffery
15 Williamson as interim president of North Hennepin Community College effective August 5, 2019,
16 subject to the completion of an employment agreement. The Board authorizes the chancellor,
17 in consultation with the chair of the board and the chair of the human resources committee to
18 negotiate and execute an employment agreement in accordance with the terms and conditions
19 of the Minnesota State Colleges and Universities Personnel Plan for Administrators.
20

21 *Date Presented to the Board of Trustees:* 06/19/19

22 *Date of Implementation:* 08/05/19

Jeffery D. Williamson Ed.D.

EXECUTIVE SUMMARY

Visionary leader dedicated to the community and technical college mission.

Collaborative educator who is committed to teaching, learning, and service to students.

- Recognized for leading with integrity through accessibility, transparency, analytical problem solving skills and collaboration.
- Leads with humility and a welcoming approach that values respect and honesty.
- Committed to student success, retention, and completion to advance lives.

SELECTED ACHIEVEMENTS

Transformative Leader

Extensive leadership experience providing the vision and demonstrated success to promote positive change within the community and technical colleges with the Minnesota State. Served in progressive positions that have led to the acquisition of skills needed to serve the internal and external stakeholders through teamwork, consensus building, and collaboration.

- Senior leadership experience as a member of shared governance and collective bargaining, with extensive experience developing and maintaining K-12 partnerships.
- Proven leadership which is creative, innovative, and adaptable to both new and renewed ideas.
- Successful experience working with legislative representatives on capital projects and to advance the college and system goals.
- Committed to the opportunity that community and technical colleges have in transforming the lives of students, as demonstrated through a positive and approach to higher education administration.

Academic and Student Affairs Leader

Over 20 years of higher education leadership advocating for student success within the community and technical college and Minnesota State.

- Extensive experience in advancing inclusivity, diversity, and development of programming that leads to the success of underrepresented students.
- Proven successful teaching at both the K-12 and community and technical college level as well as leadership positions directly responsible for the development and implementation of student initiatives.
- Dedicated senior leadership as provost, chief academic and student services officer, and vice president of instruction.

- Significant experience developing programs of study that lead to career and four year degree pathways.
- Proven leadership with accreditation, procedures, and compliance of HLC and various program accrediting bodies.

Financial Management Leader

Comprehensive leadership in higher education financial management: budgeting, analysis, facilities planning, and foundation development.

- Recognized leader with extensive experience leading and managing institutional budgets which reflect the changing needs of students in a responsive manner.
- Proficient in program review, institutional cost studies, state allocation, bonding, and data-driven strategic planning and decision making.
- Skilled in working with community boards, foundations and development of relationships within diverse and geographically-dispersed communities.

EDUCATION AND LEADERSHIP DEVELOPMENT

Doctor of Education (Ed.D)

The University of South Dakota

- Education Administration
- Specialization in Adult and Higher Education
- Dissertation: *The Effectiveness of Strategic Planning within Minnesota Community and Technical Colleges*

Master of Education

South Dakota State University

- Education Administration

Bachelor of Science in Agriculture

South Dakota State University

- Agriculture Education
- Minor in Economics

PROFESSIONAL EXPERIENCE

Provost/Chief Academic and Student Affairs Officer 2010 – Present
Minnesota West Community and Technical College, Minnesota

Serve as the provost/chief academic and student services officer of Minnesota West Community and Technical college (MnWest), a comprehensive college within the Minnesota State Colleges and University System. The college has a total annual enrollment of over 10,000 students in both credit and noncredit courses. The college serves all of southwestern

Minnesota with five campuses in Canby, Granite Falls, Jackson, Pipestone, and Worthington as well as centers in Luverne and Marshall. Responsibilities of the provost include the primary officer responsible to the President of the college for all credit and non - credit courses and programs offered as well as all student services, leading the planning, initiating, implementing and evaluating all areas in assigned functions, advancing the college's strategic goal and the Minnesota State initiatives, and acting as the college's chief executive officer in the absence of the President.

Accomplishments to Date

- Led the development and collaboration of a Teachers of Color program with SMSU, ISD 518, and Minnesota West. Securing funding from SWIF and McKnight.
- Led the development of a construction renovation curriculum partnership with Pipestone Economic Development and the local school districts to renovate blighted property.
- Secure the Minnesota Science Museum's exhibit on RACE to Minnesota West and will soon have custodial rights of the property.
- Advanced the external relationships with community leaders, legislators, and economic developers from communities such as Luverne, Marshall, Montevideo, Redwood Falls, Pipestone and Worthington that increased the number of partnerships and programming throughout southwestern Minnesota.
- Advanced the collaboration with southwestern K-12 school districts that resulted in 75 new concurrent classes at 12 different school districts with 617 high school students.
- Led the concept development and advancement of Career Academies with in our service area, the Marshall and Granite Falls academies have 160 students participating. Currently we have partnered with 27 school districts to advance career technical education through our career academies.
- Led, with the administrative team, the design and bonding process which built the Health and Wellness Center in Worthington as well as Power line facility at the Jackson campus.
- Active participant of MnWest's college cabinet, Leadership committee, Shared Governance, College Foundation, Academic Affairs and Standards, better communications and unity.
- Led the college through two HLC self-studies and comprehensive visits in 2001 and 2011 as well as other various HLC activities that resulted in no follow up visits or sanctions.
- Restructured and developed the new faculty teaching and learning series which enhanced the new faculty experience as well as revitalized the importance of good mentoring.
- Championed diversity initiatives through the development of the Culture Corner, developing a partnered program with Century College to deliver translation programming, securing a contract with Nobles County Integration Collaborative, development of ESL and ABE relationships and becoming a licensed administrator to offer Survival Spanish to the region.
- Led and launched the "One Stop" model by restructuring registration, admissions, financial aid, communications, and advising, resulting in better student services at MnWest.

- Led efforts to reduce the 1.3 million dollar financial short fall through restructuring administration, adjusting operating budgets, sharing administrative and staff services among campuses and centers, and increasing class sizes to maintain the full time faculty loads while reducing the temporary and adjunct faculty.
- Led, with faculty, the development of college curricular changes to general education, Minnesota transfer curriculum, developmental education reform, the 60/120 initiative, and freshman seminar.

Vice President of Instruction

1998 - 2010

CEO/Dean of Liberal Arts and Sciences

Minnesota West Community and Technical College, Minnesota

Joined the administrative team in 1998 as CEO/Dean responsible for the day to day operations as well as the student services and academic affairs issues on the Worthington campus. As the Dean, responsible for all general education for the college, for all athletics and compliance, for the distance-delivered general education courses and for planning, managing, and evaluating all areas of liberal arts college-wide. Promoted to Vice President in 2007, adding college-wide responsibilities for all instruction. Accountable for the quality and integrity of the academic function on the campuses, the college, and with regional partners, to promote academic achievement and learner satisfaction consistent with established objectives, quality standards, and fiscal responsibility.

Accomplishments

- Created Kid's College offering enhanced classes with college faculty provide minority students an early college experience during the summer of their 5th- 8th grade years, a program which the college was recognized by the Carter Foundation.
- Worked collaboratively with faculty, staff and administration to research, develop and launch new college program: Biotechnology, Radiology, Renewable Energy, Surgical Technology, Law Enforcement, Pharmacy Tech, Translation Services, and Sign language.
- Restructured CTL on five campuses and the development of a college-wide teaching and learning day.
- Led the Worthington campus enrollment efforts that resulted in an increase from 505 FTE to 850 over a seven-year period, prior to the recession increases.
- Developed and implemented AA and AS degrees on the four technical campuses which resulted in increased majors on technical campuses.
- Led the development of the Distance Learning Strategic plan for the college using internal and external scanning, and the development of key performance indicators, which resulted in a larger market share geographically and efficiency among the classes. The college was recently named one of the top online colleges in the nation and has been identified in the top ten colleges nationwide for our digital delivery 8 of the last 10 years.
- Championed the YMCA building project on campus that resulted in a partnership and accessibility for students.

- Developed the Biotech curriculum and a college presence with a private business that resulted in a Minnesota jobs skills grant, a lab built with private funds at the industry at no cost to the college, shared faculty with the business, scholarships, Regional Bioscience Conference, and jointly purchased equipment.
- Worked collaboratively with the campus Foundation that resulted in building the scholarship fund as well as new foundation events such the dinner theater, golf outing and a foundation campaign.
- Advanced MnWest's 2+2 collaborations and articulations that resulted new relationships with SMSU, MSU(Moorhead, Mankato, St Cloud), U of Mn(Minneapolis and Crookston) as well as South Dakota State University.

College Faculty

1993 - 1998

Minnesota West Community and Technical College

Lead Instructor of Agriculture Education, courses taught included: Soil Science, Soil Fertility, Agronomy, Animal Science, Animal Nutrition, Marketing, Finance and Farm Business Management. Participated in fiscal affairs and other local committees.

High School Vocational Agriculture Instructor

1989 – 1993

Worthington School District 518, Minnesota

Subjects taught varied from computer applications to animal science and from horticulture to soil science. One of a three person team advising the largest FFA chapter in the State of Minnesota.

ACCREDITATION ACTIVITY

2016, June, Submission and acceptance of Quality Initiative

2016, May, Submission and review of the Assurance Argument

2010-present, HLC Accreditation Liaison Officer, HLC Open Pathway and Quality Initiative planning committee

2012, April 1, HLC annual conference, Chicago, Ill., Co- Presenter, "Bits of Collective Wisdom on Preparing for a PEAQ Accreditation Visit."

2011, November 3-4, Additional location HLC visit at the Redwood Falls and Fairmont Centers.

2011, October 31-November 2, Program to Evaluate and Advance Quality (PEAQ) accreditation visit, Self-study chair

2011, August, Additional location HLC visit at the Luverne Center.

2008, Higher Learning Commission, Self-Study Workshops to Prepare for the Self Study, St Louis, Mo

2005, Academic Quality Improvement Program (AQIP) Strategies forum.

2003, HLC, Request to offer courses through distance learning self-study

2001, PEAQ Self-Study Fair presenter

2001, November 2 -5, Program to Evaluate and Advance Quality (PEAQ) accreditation visit, committee co-chair

COLLEGE/REGIONAL/STATE LEADERSHIP ACTIVITIES

2015-present, Minnesota State ASA Advisory Council

2014-present, Nobles Economic Opportunity Network (NEON), duties include the regionalization of economic opportunity among the county and city.

2014-present Multi-State Collaborative Pilot project for the Evaluation of Assessment, duties include leading the Minnesota West team and monitoring pilot progress.

2013-2018, Minnesota State College Faculty Negotiation Management Team Member, duties included discussion and development of the 2013-2015 and the 2015-2017 faculty contract.

2013-present, YMCA board member, duties include advise and provide input to staff on programming and concerns.

2013-present, Minnesota State Technical Advisory Committee member, duties include study issues related to the allocation formula and make recommendations on changes to the Leadership Council.

2010-present, Minnesota Tele-media Board Member and Vice President, duties include acting on required compliance, administrative services, contract procurement and budgeting.

2008-2014, Worthington Regional Economic Development Board, served as Past President, President and board member, duties include creating quality employment opportunities for area residents and to address issues which impact business development efforts.

2005-present, Sioux Valley Health System, Public Affairs: Consumer Council board member, duties include obtaining and providing ideas and input concerning healthcare issues within the region of Luverne and Worthington.

1990-present, Pheasant Forever board member, duties include planning and organizing annual fundraising events as well as land acquisition and education.

2014, Minnesota Governor's Pheasant Opener Guide, duties included the planning, guiding and hosting members of the governors hunt.

2013, CAO Think Tank on College Faculty Workforce of the Future.

2007-2013, Capital Project Advisory Teams (CPAT), Facilities Review Team of Bonding Projects, duties included: the evaluation and scoring of Minnesota State building projects.

2010-2011, Minnesota State Credentialing Taskforce, duties include: consideration of the recommendations from college presidents along with the recommendations on credentialing from the OLA audit of the system office.

2002-2011, Okabena/Ocheda Watershed District Manager and Treasurer, duties include: working on flood control, drainage, pollution and groundwater supply issues within the watershed.

2007-2011, MnOnline Academic Services committee member, duties include to review, develop and recommend to the Minnesota Online Council guidelines, policies, and/or procedures that will promote strategic curriculum development and technology employment that applies best practices regarding learning into the design and delivery of courses.

2009-2010, Farm Business Management Taskforce, duties included the review and development of recommendations to FBM Presidents and Office of the Chancellor Staff to improve access and sound instruction in Farm Business Management for the state of Minnesota.

2003-2007, Minnesota Community College Athletic Conference Executive committee, duties included working with member colleges on the athletic administration of the conference.

2005-2009, Joint Committee on Credential Fields, duties included to provide recommendations to the Chancellor on assigned fields, license fields, and credential fields and their respective minimum qualifications, as well as the development of the system's credentialing policy and procedure.

2001-2003, Comprehensive Land Use Task Force member, duties included the development of an overall land use plan for the city of Worthington.

2000-2007, Joint Powers Board member, duties included developing constructive participation of citizens in government; encouraging residents to become fully involved in the democratic life of our community, continuous expansion and improvement in the amount of locally produced programming.

1999-2001, YMCA board member, duties included advise and provide input to staff on programming and concerns.

1999-2007, Business Education Committee of the Worthington Area, duties included the promotion and development of business education within the region.

1993-1998, Worthington High School Agriculture Advisory board member, duties included review of curriculum and program assessment.

PRESENTATIONS

2018, October 24, “Collaborative and Regional Planning”, Co –Presenter, Annual Fall Leadership conference of Academic and Student Affairs, Brainerd, MN

2018, June 7, “Regional Planning”, Co –Presenter, Annual Spring Leadership conference of Academic and Student Affairs, St Cloud, MN

2014, October 22, Convener and Facilitator of the Affinity Group of Chief Academic Officers, Annual Fall meeting of CAO and CSO, Brainerd, MN.

2014, October 28, Seven Pathways to Postsecondary 2.0 Regional Summit, Southwest Minnesota State University, Co- Presenter, “It Takes a Village to Create and Maintain a Career Pathway” Marshall, MN.

2014, April 3, Tenth Annual Regional Biosciences Conference, Panel Presentation, “Minnesota Energy Center; ETS program & various specializations: Bio Fuels, Wind, and Solar Power Generation.” Worthington, MN.

2014, January 16, Hispanic Educational Technical Services (HETS) 2014 Best Practices Showcase, Co- Presenter “One Stop Students Services: Removing Barriers for Hispanic Students.” San Juan, Puerto Rico.

2012, October 12, “Minnesota’s Global Economic Competitiveness, Stimulating Private Sector Job Growth.” Panel Presentation, Worthington, Mn.

2012, May 23, Chief Academic and Student Affairs Officers, Deans Meeting, North Hennepin Community College , Mn., Co- Presenter, “Retention, retention, retention: Using technology for intrusive advising.” Brooklyn Center, MN.

2012, March 29, Eighth Annual Regional Biosciences Conference, “Possibilities: A look at our past with an eye on the future.” Worthington, MN.

2010, December 5, Elks Memorial Keynote, “Charity, Justice, Brotherly Love and Fidelity.” Worthington, MN.

2010, May 13, Minnesota West Community & Technical College – Pipestone Campus Commencement Address, “The Top Ten Things I Wish I had Known.” Pipestone, MN.

2010, February 4, Student Affairs/Diversity and Multiculturalism Conference, Co-Presenter, “A Moment of Epiphany.” Minneapolis, MN.

2009, September 23, Affirmative Action: Requiem or Renaissance Conference, Washburn University, Kansas, Co-Presenter, "A Prairie is a Metaphor for Affirmative Action." Topeka, KS.

2009, May 10, Minnesota West Community & Technical College – Jackson Campus Commencement Address, "What I Forgot when College was Over." Jackson, MN.

2007, November 12, Distance Learning Conference, Co-Presenter "Using IDEA as a Tool to Promote Institutional Quality." St. Paul, MN.

2006, March 14, Minnesota West Community & Technical College, Administrators and Managers workshop, Presenter and Facilitator, "Instructional Supervision and Appropriate Role Behavior." Granite Falls, MN.

2005, March 26, First Annual Regional Biosciences Conference, "The Building of Biosciences." Worthington, MN.

1999, May 10, Regional Student Spring Banquet, Worthington Area Chamber of Commerce, "A Modest Proposal for a Future." Worthington, MN.

1995, April 13, FFA Banquet, Keynote Speaker, "It a Long Way There but Only a Short Period of Time." Montevideo, MN.

1994, January 21, Career Day, Workshop Presenter, All Achievement Start with Desire." Tracey, MN.

PUBLICATIONS

2006, March, "Minnesota West Community & Technical College's Distance Learning Strategic Plan."

2004, May, "The Effectiveness of Strategic Planning in Minnesota Community and Technical Colleges", A Dissertation Submitted in Partial Fulfillment of the Requirements for the Degree of Doctor of Education.

1999, September 11, Campus News, "Civil Behavior for Students" Minnesota West Community & Technical College – Worthington Campus.

GRANT WORK

Selection of grants authored or co-authored and administered

2019, “Teachers of Color Pathway” McKnight, 600,000 dollar grant, to implement a teachers of color residential program.

2019, ‘Career Pathways phase 2’, Greater Minnesota United Way grant, 350,000 dollar award, to develop a career pathway and concurrent classes for three schools in south west Minnesota.

2018, “Teachers of Color Pathway Planning Grant” McKnight and SWIF, 80,000 dollar grant, to develop strategies and research a teachers of color program.

2018, “Career Pathways”, Greater Minnesota United Way grant, 150,000 dollar award, to develop a career pathway and concurrent classes for three schools in south west Minnesota.

2014, “Finish Line Scholarship” Bremer Foundation grant, 200,000 dollar award, to promote graduation and student completion.

2007, “Child Development” Perkins III grant, 8,000 dollar award, to develop an AS degree in Child Development with articulation to a bachelor’s degree.

2006, “Animal Based Biosciences”, Initiative to Promote Excellence in Student Learning, 29,100 dollar award, to move to full implementation of a curriculum within a bioscience industry.

2006, “Heath Center”, Initiative to Promote Excellence in Student Learning, 49,650 dollar award, to develop the Luverne center for allied health education.

2005, “Survival Spanish II”, 6,500 dollar award, to provide Spanish education to 120 residents of Southwest Minnesota.

2004, “Bioscience Laboratory Technology”, Perkins III grant, 8,000 dollar award, to develop a new AS degree in Biotechnology.

2003, Minnesota Job Skills Grant, “Prairie Holdings Training”, 190,000 dollar award, to provide the training and education for new and existing employee in the sciences and biosciences.

2003, “Head Start Phase II”, Mn Department of Families and Learning, 94,565 dollar award, to enhance the existing credit based basic care certificate program to improve the quality of child care for low income and/or culturally diverse families.

2003, “Minnesota West Community & Technical College Paraprofessional Aide”, MnSCU E-Learning, 58,720 dollar award, to develop a online professional training certificate.

2003, “Center for Information and Training in Animal Based Biosciences” Blandin Foundation, 134,000 dollar award, to develop bioscience lab in collaboration with New Port Labs and to develop the Bioscience curriculum.

2002, “Paraprofessional Aide Training”, Southwest Service Cooperative, 40,000 dollar award, to develop test and deliver online paraprofessional educational training.

2002, “Tutors in Training, Otto Bremer Foundation, 31,900 dollar award, to help remove the stigmatism of being tutored/mentored.

2002, “Head Start Phase I”, Mn Department of Families and Learning, 108,296 dollar award, to develop mentorship, access to higher education for multi-cultural students.

2002, “Law Enforcement / Criminal Justice ”, Perkins III grant, 6,650 dollar award, to develop a new AS degree in Law Enforcement.

2001, “Multi Media and Web Development” Perkins III grant, 5,500 dollar award, to develop a new AS degree in Web Development.

2001, “Engineering” Perkins III grant, 6,700 dollar award, to develop a new AS degree in Engineering.

2001, “John Caverly Painting Workshop”, SMAHC/McKnight Foundation, 2,333 dollar award, to bring John Caverly on campus to do a workshop and exhibition.

2000, “Occupational Skills” Perkins III grant, 9,650 dollar award, to review the feasibility a new award in occupational skills.

2000, “Survival Spanish”, 20,000 dollar award, to develop and provide Survival Spanish education residents of Southwest Minnesota.

AWARDS RECEIVED

2012, Innovative Partnering and Collaboration Award, co-author and team member to receive award in recognition for its partnership with Wind Energy and the White Earth Reservation.

2008, Innovative Partnering and Collaboration Award, author and team member to receive award in recognition for its partnership with Prairie Holdings.

2005, Carter Partnership Award, co-author and team member to receive award in recognition of “Kids College”.

2004, IT Exemplary Program Award, college was recognized to developing a distance learning nursing program, that included the online and off campus delivery of general education.

1999, Teacher of Teachers, Bronze Award, National Association of Agriculture Educators.

1997, 1993 and 1992 Section 2 AA Wrestling Coach of the Year.

1996, Honorary Chapter FFA Degree Worthington High school.

1995, Harvest States Cooperative Scholarship, Minnesota Vocational Agriculture Instructors Association.

1992, Minnesota AA Wrestling Coach of the Year.

ADDITIONAL PROFESSIONAL WORKSHOPS/CLASSES/ ENDORSEMENTS

2014 - present, Internship Site Supervisor, EDLD 798, Minnesota State University Mankato, Department of Educational Leadership

2014 Legal Institute for Administrators, Office of General Counsel, MnSCU

2013, FEMA, ICS 100, Introduction to Incident Command Systems for Higher Education

2013, FEMA, ICS 200, Single Resources and Initial Action Incident

2012 – 2011 Minnesota Partnership for Executive Leader Development MnSCU and U of Mn

2010, Strengthening Student Engagement and Success, Student Engagement Institute

2008, National Fire Academy, ICS 100, Introduction to Incident Command Systems for Operational First Responders

2008, National Fire Academy, ICS 200, Basic Incident Command Systems for Operational First Responders

2005 Franklin Covey Training, The Seven Habits of Highly Effect Leaders

1999, Accreditation Training for Administrators for Official Registered Provider of Command Spanish

1999, Designated School Official, Department of Justice, Immigration and Naturalization Services

1995, Adult Education in Agriculture, South Dakota State University

1995, Technology Specialty Production, University of Minnesota

1994, Program Development and Evaluation, North Dakota State University

1994, Ground Water Protection, South Dakota State University

1994, Curriculum Design and Evaluation, South Dakota State University

1994, Supervising Occupational Experiences and Students, South Dakota State University

1993, Carl Perkins Workshop, Des Moines River Valley Education District

1992, Programming Yourself for Success by Building Level Goals, Dr Alan Zimmerman

1992, Curriculum Development, University of Minnesota

1991, Teaching with Technology, University of Minnesota

1991, Challenge 2000; Success for all Learners, The National Center for Outcome Based Education, Hamline University

1990, Using Vocational Educational Research, University of Minnesota

1990, Outcome Based Education, Dr. William Spady

1990, Agriculture in the 90s- Challenges and Successes, University of Minnesota Extension Services

1990, Human Relations for Teachers, Southwest State University

1989, Diversity for Success, University of Minnesota Extension Services

1989, Mentoring Beginning Teachers, University of Minnesota

1989, Vocational Teaching Licensure, Minnesota Department of Education

1989, Head Coaching Endorsement, Minnesota Department of Education

