



**LINCOLN TRAIL COLLEGE**  
ROBINSON, ILLINOIS  
**PRESIDENT & VICE-CHANCELLOR**

**ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529**  
**EXECUTIVE SEARCH PROFILE**



**OLNEY CENTRAL COLLEGE**  
OLNEY, ILLINOIS  
**PRESIDENT & VICE-CHANCELLOR**







## THE OPPORTUNITY

Chancellor Ryan Gower and the Presidential Search Committee invite nominations and applications for two available President positions at Illinois Eastern Community College District #529. The positions are located at Lincoln Trail College in Robinson, IL and Olney Central College in Olney, IL. The successful candidates will provide campus-based leadership for facilities and operations, institutional advancement, and collegiate athletics. Each President will additionally lead one of four shared-service divisions that span all four colleges throughout the District. Currently, Matt Fowler, President of Wabash Valley College, leads Student Services and Jay Edgren, President of Frontier Community College, leads Academic Affairs. The new Presidents will serve as either the Vice-Chancellor of Business Operations or the Vice-Chancellor of Institutional Outreach.

Applicants will have the opportunity to select which location and position they prefer in their application. We are seeking a visible, dynamic, and experienced leader who embraces and implements the vision, mission, and values of the District.



# ABOUT LTC & OCC



Established in 1969, Lincoln Trail College employs more than 45 full-time employees and has an approximate annual FTE of 600, full-time enrollment of 400, and part-time enrollment of 500.

Established in 1963, Olney Central College employs more than 45 full-time employees and has an approximate annual FTE of 850, full-time enrollment of 600, and part-time enrollment of 600.

Both colleges serve communities in southeastern Illinois and southwestern Indiana, offering degrees and certificates in a variety of transfer and technical programs. Programs at LTC include Broadband Telecom, Nursing, Medical Assistant, Electronic Medical Records, Pharmacy Technician, Industrial Management, Process Technology, and Welding while OCC offers programs such as Accounting, Nursing, Automotive Service Technology, Radiography, Unmanned Aerial Technology, and Welding and Fabrication.

In addition to conventional classroom instruction, the colleges offer many hybrid and online courses. They have increased efforts with area school systems to provide more opportunities for high school students to take college dual credit courses, either on campus or at their respective high schools. The colleges have also added synchronous lecture halls, enabling them to share classes across the four IECC colleges and creating opportunities in rural high schools who may face qualified teacher shortages.

LTC and OCC each play a key role in the region's

economic development by preparing competent, trained employees for area businesses, industries, and governmental agencies.

Education at both colleges is more than just what happens in the classroom. The performing arts have been an important part of LTC and OCC and the colleges serve as the hub of fine arts in their communities. Both colleges have nationally acclaimed athletic teams. The Phi Theta Kappa Honor Society has been internationally recognized, and other clubs and organizations provide valuable leadership opportunities for students. LTC and OCC offer a variety of respected community education programs and hosts a diverse International Program.

The colleges have a strong tradition of building from the past and improving the present as they move toward meeting the needs of tomorrow. While the colleges are proud of their past, they recognize that change and innovation are essential in order to achieve their teaching and learning mission.

To achieve the mission of providing high-quality, accessible, and affordable educational opportunities and services to our community, the faculty and staff of Lincoln Trail College and Olney Central College strive for excellence in everything they do. Each year, individual and collective efforts earn well-deserved recognition for excellence from national, regional, and local academic and professional organizations. While we're extremely proud of our people and well-deserved accolades, promoting student success is our top priority, not winning awards.



## GOVERNANCE

The Illinois Community College System is coordinated by the Illinois Community College Board (ICCB) who administer the Public Community College Act of 1965. Included in the Act is the establishment of a Board of Trustees in each college district. IECC is governed by a seven-member board elected at large by residents of the District to serve a six-year term. A non-voting student trustee is elected by a student referendum to serve a one-year term.

Accountable to the Board and located in the District Office at 233 East Chestnut Street in Olney is the Chancellor of Illinois Eastern Community Colleges. IECC Presidents report directly to the Chancellor. They serve as the chief operating officer of their respective college, and lead one of four shared-service divisions that span and connect all four IECC colleges. The Presidents serve on the Chancellor's Cabinet and Strategic Engagement Planning Council.

# MISSION, VISION, & VALUES

## MISSION

To deliver exceptional education and services to improve the lives of our students and to strengthen our communities.

## VISION

Illinois Eastern Community Colleges is an institution that engages, challenges, and supports faculty and students as they pursue excellence in teaching and learning. We place the needs of our students at the center of our decision-making, and will continue to be an organization committed to excellence, innovation, and continuous improvement.

## VALUES

*Stewardship:* Accepting our responsibility to be good stewards of the public trust, we will sensibly use our financial, human, and physical resources to achieve our mission.

*Responsibility:* Encouraging personal growth and learning through leadership, citizenship, and accountability.

*Integrity:* Providing an environment where people are encouraged and empowered to do the right thing in their work and interactions with others.

*Respect:* Recognizing and appreciating our similarities and our differences, we demonstrate mutual regard for others through our words and actions.

*Accessibility:* Providing access to a high-quality college education for everyone who seeks one, while providing the support needed to facilitate attainment of academic and professional goals.



# ABOUT IECC



Illinois Eastern Community College District #529 is one of 39 tax-supported community college districts in the state recognized by the Illinois Community College Board and Illinois Board of Higher Education. IECC colleges, which include Frontier Community College (Fairfield), Lincoln Trail College (Robinson), Olney Central College (Olney), and Wabash Valley College (Mt. Carmel), have received state and national recognition for educational excellence.

Thousands of students have attended IECC since the formation of the four colleges in the 1960s and 70s. The first three colleges combined in 1969 to form what is now known as the Illinois Eastern Community College District #529. A referendum authorizing construction of facilities at the first three sites was approved by a 4.5 to 1 margin later that year. Since its founding, the District has grown from an enrollment of a few hundred students to more than 25,000 per year. Approximately three-quarters of these students are enrolled part-time, in 12 credit hours or less.

The District spans 3,000 square miles in southeastern Illinois, has a total population of approximately 111,000 and includes all or portions of 12 counties. Bordered on the east by the Wabash River, the expanse is positioned in a scenic region of the state with farmland, wooded acreage, golf courses, and recreational lakes scattered throughout. Each college is located in a small-town setting with convenient access to larger cities in Illinois and Indiana.

As a tax-supported Illinois community college, the Board of Trustees is committed to keeping the cost of

attendance affordable for local residents. The District has purposefully held the line on costs to ensure that all students have equal access to higher education. IECC's tuition rate is one of the lowest in the tri-state area.

Employment opportunities are available in the immediate and surrounding area from a diversified base of agriculture, healthcare, manufacturing, processing, distribution, and the oil industry, to name just a few. Local healthcare facilities are major employers and, through affiliation agreements, serve as partners in education for many of our programs.

The colleges serve as centers for educational and cultural excellence, attracting not only recent high school graduates, but also many adult students who are upgrading their skills, earning the first two years of a four-year degree, or participating in plays, concerts, and seminars.

The District also includes a highly successful Business and Industry Division. It provides short-term training for some 15,000 employees at business and industry locations throughout the United States and Canada.

IECC is accredited by The Higher Learning Commission. The Commission may be contacted at the HLC website at [www.hlcommission.org](http://www.hlcommission.org) or by phone at 312-263-0456.

# LTC STUDENTS



Lincoln Trail College attracts students from across the nation and the world. It primarily serves four area high schools (Robinson, Hutsonville, Palestine and Oblong) with 33% of the graduating classes of these schools enrolling full-time upon graduation. Lincoln Trail has the opportunity to serve a large population of adult and non-traditional students. Its location on the Illinois/Indiana border positions it well to attract students from a wider geographic region to play an even larger role in economic development and workforce development.

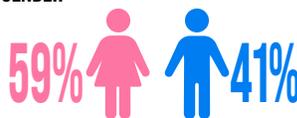
## STUDENT LIFE

Lincoln Trail College has three student clubs – Student Senate, Phi Theta Kappa, and Future Business Leaders of America. The College is soon opening a 40,000 square foot community recreation center that will provide a number of aquatic, wellness, and recreation outlets for LTC students. The College is exploring the formation of campus-based housing, and plans are in the beginning stages for several co-curricular opportunities to be offered. Lincoln Trail students also have the opportunity to participate in the College's outstanding performing arts programs. Theatrical productions, concert choirs, pep bands, and jazz bands are just a few of the exciting opportunities students have on campus.

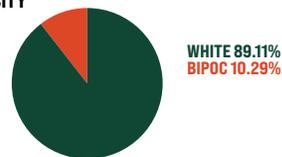
## ATHLETICS

Lincoln Trail College offers a variety of athletic programs. Altogether, LTC has eight teams competing in the NJCAA. Cheer is also offered as a non-competitive sport. Numerous LTC athletes have continued to compete at four-year universities and some have even gone on to play professionally.

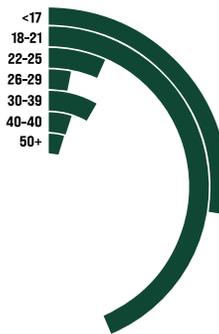
### GENDER



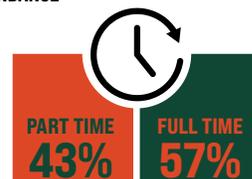
### ETHNICITY



### AGE



### ATTENDANCE



## WHERE THEY'RE FROM



# OCC STUDENTS



Olney Central College attracts students from across the nation and the world. It primarily serves high schools in Richland, Clay, Lawrence and Jasper counties. OCC is dedicated to creating an environment that supports students' academic and personal growth while partnering with local communities and fostering strong ties to business and industry. To meet the growing need for skilled healthcare workers, construction will begin soon on the Applied Technology Center. This 7,820-square foot addition to OCC's main hall will provide the Allied Health Programs with dedicated classroom and lab space. A new addition also is planned for the performing arts center as the department intensifies recruiting efforts. Civic support is a hallmark of OCC's 60-year legacy and significant funds were raised for this project through community donations.

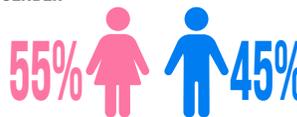
## STUDENT LIFE

Olney Central College supports a diverse array of clubs and student organizations ranging from Student Senate and Phi Theta Kappa to groups affiliated with our Career and Technical Education programs. This fall, OCC is introducing Student Ambassadors, who will promote the college and assist with community-related events. Active Minds hosts activities that raise awareness of mental health and increase student engagement in campus life. Students also may participate in Olney Central College's outstanding performing arts programs. Theatrical productions, concert choirs, pep bands and jazz bands are among the exciting opportunities student have on campus.

## ATHLETICS

Olney Central College offers a variety of athletic programs. OCC has four teams competing in the NJCAA. Numerous OCC athletes have continued to compete at four-year universities, and some have even gone on to play professionally.

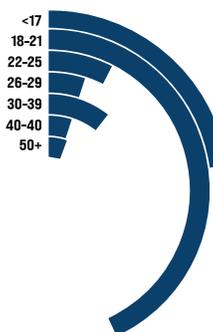
### GENDER



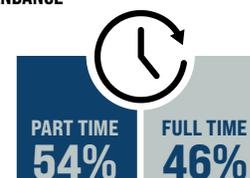
### ETHNICITY



### AGE



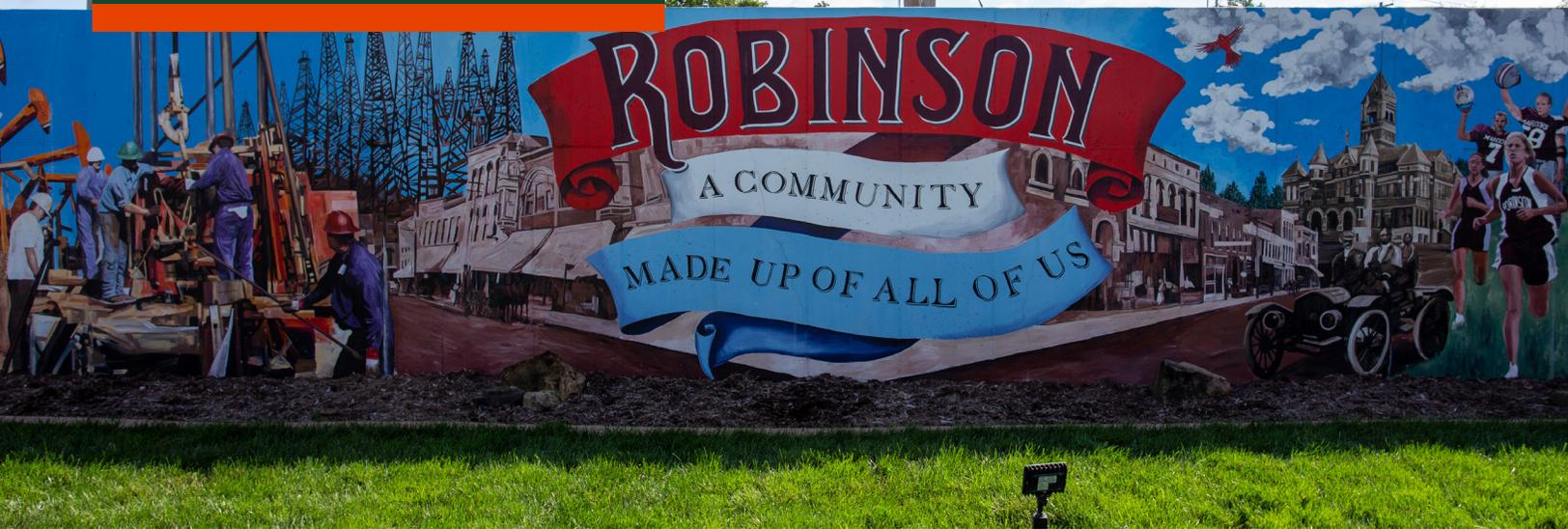
### ATTENDANCE



## WHERE THEY'RE FROM



# ABOUT ROBINSON AND CRAWFORD COUNTY

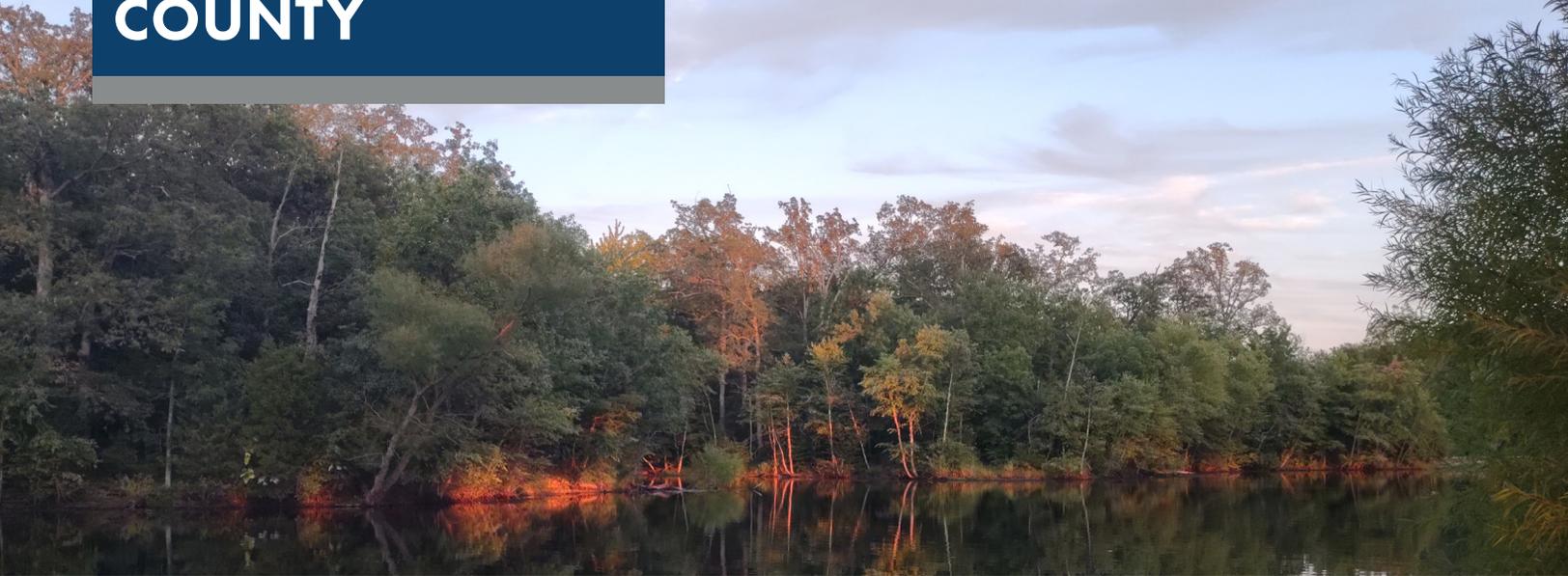


Nestled in southeastern Illinois, Robinson offers a unique mix of urban opportunity and small-town warmth and friendliness. Three Fortune 500 Companies (Marathon Petroleum Corporation, The Hershey Company, and Dana Incorporated), independent cottage industries, and quaint retail shops combine to offer a diverse job market.

Robinson is a community that can truly boast. It offers something for everyone. Surrounded by beautiful rural settings, outdoor recreation is available year-round. The town has two golf courses, two well-kept parks, a top-notch school system, and an award-winning hospital. Located in the crossroads of America, Robinson is an easy drive to large metropolitan areas such as Nashville, Tennessee; St. Louis, Missouri; and Indianapolis, Indiana.



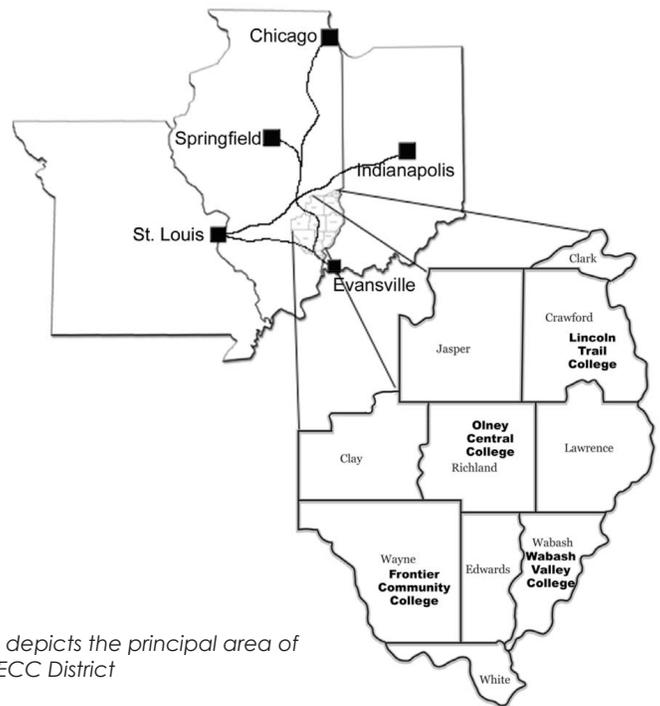
# ABOUT OLNEY AND RICHLAND COUNTY



Olney and Richland County are located at a central point where, within a few hours, you can reach Chicago, Indianapolis, St Louis, and even Kentucky and Tennessee.

The activities are never-ending as local volunteers step forward to develop many diverse opportunities. Performing Arts, Sports, 5K's, Visual Arts, Playgrounds, Disc Golf and so much more. From the 4-H Programs to the Olney Arts Council Showcase, you will witness the contributions from young and old alike.

While rural homes offer acreage and quiet roads, within the city limits you are in walking distance to local parks, shopping, and schools.



Map depicts the principal area of the IECC District



# THE POSITION: PRESIDENT AND VICE-CHANCELLOR INSTITUTIONAL OUTREACH



The President and Vice Chancellor of Institutional Outreach (VCIO) has duties and responsibilities at the college and district level. As the College President, this position is responsible for the physical plant, community relations, oversight of athletics, and crisis/emergency management. As the VCIO, this position is responsible for leading and directing the Office of Dual Credit and Community Education, Marketing and Public Relations, Adult Education, Institutional Advancement and Government Relations. The VCIO will carefully collaborate with Enrollment Management and the CAO to develop strategies to serve and enroll area high school students. In addition, this position will:

- Provide leadership for Institutional Outreach departments including the Adult Education Department (ABE/ASE, AVL grants), the Office of Dual Credit, Institutional Advancement, Government Relations, and Marketing & Public Relations.
- Provide leadership and direction to the Program Director of Adult Education, including reviewing grant applications (ABE/ASE, AVL, etc.) and applications for supplemental disbursements; monitoring enrollments and student transition activities.
- Provide leadership and direction for IECC's Dual Credit initiatives including the creation of transfer and CTE pipelines, incorporation of online/synchronous modalities in high schools, and advisement/support for dual credit students.
- Maintain IECC alumni database and provide support for other Presidents and College Foundations in cultivating relationships and soliciting gifts.
- Serve as the liaison between IECC and the ICCB lobbyist. Advise Cabinet/SEPC on the pending legislation that may impact operations.
- Analyze program data and work cooperatively with other members of the Chancellor's Strategic Engagement Planning Council to create a culture of continuous improvement.
- Assist the Chancellor in the functions of his / her job involving the dissemination of information to the public and/or college personnel and other areas as directed.
- Recommend employment of personnel in conjunction with departmental supervisors, as appropriate, and evaluate personnel directly reporting to this position.
- Recommend and monitor control over departmental budgets.
- Work with appropriate College & Institutional Outreach personnel to coordinate Higher Learning Commission accreditation activities.

*Qualifications: An earned Master's degree from an accredited institution and at least five years of increasingly responsible administrative experience in education required. An earned Doctorate and knowledge of regulations governing community colleges preferred.*

# THE POSITION: PRESIDENT AND VICE-CHANCELLOR BUSINESS OPERATIONS



The President and Vice Chancellor of Business Operations (VCBO) has duties and responsibilities at the college and district level. As the College President, this position is responsible for the physical plant, community relations, oversight of athletics, and crisis/emergency management. The VCBO is responsible for leading and directing the district auxiliary units and works closely with the Chancellor and Chief Financial Officer regarding all business operations of District #529. In addition, this position will:

- Recommend to the Chancellor the selection, promotion, and discharge of employees within their reporting line. Provide communication and feedback to other division leaders whose staff are not physically located at the College.
- Evaluate and oversee the evaluations of employees in the division.
- Direct and coordinate auxiliary units to improve student experience and daily operations & profitability.
  - Bookstores
  - Food services
  - Childcare
  - Theaters
- Direct and coordinate with local Presidents and district wide Athletic Directors to ensure equity in athletics by ensuring appropriate compliance and fiscal management. (Roster Size, Title IX, Fundraising for Athletics)
- Facilitate the department budget.
- Oversee and report on the disbursement of funds and provide cash flow information to the Chancellor and CFO.
- Participate in short-term and long-term strategic planning and accreditation efforts.
- Drawing upon the IECC Strategic Plan, coordinate strategic planning efforts for Business Operations departments.
- Work with Institutional Compliance & Institutional Effectiveness to determine strategic data collection and analysis; facilitate continuous development of IECC's Strategic Enrollment Management Plan.
- Assist the Chancellor in the functions of his / her job involving the dissemination of information to the public and/or college personnel and other areas as directed.
- Serve as a member of the Strategic Engagement Planning Council, which exists to identify strategic priorities of the district; develop timelines to completion; and prioritize the necessary fiscal resources to support strategic initiatives.
- Analyze program data and work cooperatively with other members of the Chancellor's Strategic Engagement Planning Council to create a culture of continuous improvement.
- In cooperation with the VCAA, develop reports regarding income/expense tied to IECC units or programs of study.

*Qualifications:* An earned Master's degree in Accounting, Business, or related field and at least five years of progressive supervisory experience.

# APPLICATION PROCEDURE

To ensure full consideration, materials should be received no later than April 28, 2023. Once the position is posted, the process of candidate screening will commence.

Candidates should provide the following documents:

- A letter of application that succinctly addresses the opportunities and challenges identified and how your experience and professional qualifications prepare you to serve the needs of LTC or OCC. Your letter should also address which Vice-Chancellor position you have interest in and which is your preferred location.
- A current resume including an email address and cellular telephone number, a reference list with the names, home and business telephone numbers, and email addresses of at least five references.
- Two letters of recommendation. One letter should be from a current or former employer and the second letter should be from a current or former employee.
- IECC application forms (available online at [www.iecc.edu/employment](http://www.iecc.edu/employment)).
- Official Transcripts.

Documents may be emailed in MS Word or Adobe Acrobat format to [musics@iecc.edu](mailto:musics@iecc.edu).

Alternatively, documents may be mailed to:

**Illinois Eastern Community Colleges**  
**Human Resources Department**  
**Attn: Sonja Music**  
**233 E. Chestnut St.**  
**Olney, IL 62450**

Nominations may be emailed to [musics@iecc.edu](mailto:musics@iecc.edu).

**All materials included in your application packet become District property and will not be returned.**

For further information, please contact:

Sonja Music  
Assistant Director of Human Resources  
Illinois Eastern Community College  
233 East Chestnut Street  
Olney, IL 62450  
618-393-2982, ext. 5522  
618-395-1819 (fax)

IECC DISTRICT NO. 529 IS AN EQUAL OPPORTUNITY EMPLOYER and does not discriminate on the basis of race, color, sex, pregnancy, gender identity, sexual orientation, age, marital status, parental status, religious affiliation, veteran status, national origin, ancestry, order of protection status, conviction record, physical or mental disability, genetic information, or any other protected category. Questions or concerns should be directed to the Affirmative Action Officer, Illinois Eastern Community Colleges, HR Department, 233 East Chestnut Street, Olney, IL 62450.