



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
H. Martin Lancaster, President

April 21, 2004

MEMORANDUM

TO: Community College Presidents
FROM: Fred G. Williams
SUBJECT: **NOMINATIONS FOR PRESIDENT OF THE YEAR AWARD**

On behalf of the State Board of Community Colleges, The North Carolina Community College Foundation, and Wachovia Corporation, I am pleased to solicit your nomination for the *2004 North Carolina Community College President of the Year Award*. The objective of this program is to encourage, identify, and reward outstanding leadership and commitment to the community college mission among the Presidents of the 59 institutions of the North Carolina Community College System.

The *President of the Year Award* winner will receive a cash prize of \$8,000, a certificate and a plaque, and will be among the honorees at the November *Day of Recognition* ceremony. In addition, the foundation of the recipient's institution will receive a cash prize of \$2,000.

Please find attached a program overview, which includes the nomination form. **The deadline for this year's nomination is Friday, June 11, 2004 at 5:00 p.m.**

Questions regarding the awards program should be directed to the Executive Vice President's Office at 919-807-6955.

Thank you for your participation.

FGW/sth

Attachments

c: Board Chairs
Chief Instructional Officers
Student Development Administrators
Continuing Education Officers
Business Managers
Public Information Officers
Mr. Carl A. Byrd, Sr., NCACCT President
Ms. Helen B. Dowdy, NCACCT Executive Director
Mr. John M. Smith, NCCCAEA President
Mr. Don Wildman, NCCCFA President
Ms. Carole Davis, N4CSGA President

CC04-089
EMAIL

MAILING ADDRESS: 5001 MAIL SERVICE CENTER ~ RALEIGH, NC 27699-5001

Street Address: 200 West Jones ~ Raleigh, NC 27603-1379 ~ 919-807-6955 ~ Fax 919-807-7164

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4/21/04

*STATE BOARD OF COMMUNITY COLLEGES
North Carolina Community Colleges Foundation, Inc.
Wachovia Corporation*

**2004 NORTH CAROLINA COMMUNITY COLLEGE
PRESIDENT OF THE YEAR AWARD**

Background

The State Board of Community Colleges, the North Carolina Community Colleges Foundation, Inc. and the Wachovia Corporation announce the fourth annual North Carolina Community College President of the Year Award.

The objective of this program is to encourage, identify, and reward outstanding leadership and commitment to the community college mission among the presidents of the 59 institutions of the North Carolina Community College System.

Selection of Award Recipient

A single award will be made in each calendar year. The award recipient will receive a cash prize of \$8,000, a certificate and plaque, and will be among the honorees at the November Day of Recognition ceremony. In addition, the Foundation of the recipient's institution will receive a cash prize of \$2,000.

The recipient will be chosen by a committee including:

- The Executive Vice President and Chief Operating Officer of the North Carolina Community College System, who will serve as committee chair.
- A representative from the Wachovia Corporation.
- One State Board member, appointed by the State Board chair.
- One Foundation board member, appointed by the Foundation chair.
- One local community college trustee, appointed by the President of the NCACCT.
- One community college student, appointed by the President of the N4CSGA.
- One member of the faculty of the NC State University Department of Adult and Community College Education, appointed by the Department Head.

- One community college faculty or staff member, selected by the committee chair upon recommendations of professional associations.

The committee will recommend their top selection based on written nominations (as described below) to the State Board at the September Board Meeting. Official announcement of the award winner will occur at the Day of Recognition program on November 19, 2004.

Eligibility

Any current president of an institution within the North Carolina Community College System is eligible, with the exception of past award winners. The past recipients were Dr. Donald W. Cameron of Guilford Technical Community College, Dr. Tony Zeiss of Central Piedmont Community College, and Dr. Kenneth A. Boham of Caldwell Community College & Technical Institute.

Nomination Process

Anyone, including the President of the institution, may submit a nomination. Only one nomination per college should be submitted. **Nominations for 2004 are due Friday, June 11, 2004. Nine copies of the nomination packet must be received by 5:00 p.m. on June 11, 2004 to be eligible.** No emails or faxes can be accepted.

Application

Attached is a one-page nomination form that must be completed and returned with the nomination packet. In addition, please develop a narrative, not to exceed eight pages, which addresses each of the following nine selection criteria.

To assist in the review process, **the narrative must be formatted to address each of the individual criteria as numbered below:**

1. Outstanding accomplishments in leading the institution in workforce education and economic development.

2. Strong commitment to expansion and improvement of services through technology and other innovations. Attention should be given to how well current technology and existing resources are being integrated into the campus community.
3. Excellent leadership and support of staff and faculty.
4. Effective advocacy for the institution and the community college system at the local and state level.
5. Commitment to and effective use of partnerships with business and industry, other community colleges, schools and four-year institutions.
6. Commitment to professional development personally and for staff and faculty.
7. Contributions of time and expertise to community, regional and national organizations.
8. Support of the North Carolina Community Colleges Foundation.
9. Innovation in program development and implementation which becomes a model for the community college system or which meets a unique community need.

The narrative should demonstrate your nominee's commitment and unique contributions to his or her campus and to the community college experience. Quantifiable evidence of actual results is important in the selection process. Please do not submit pictures, videos, portfolios, etc. In addition, letters of support (not to exceed five) and current personal vita with dated information (not to exceed three pages) will be accepted.

STATE BOARD OF COMMUNITY COLLEGES
North Carolina Community Colleges Foundation, Inc.
Wachovia Corporation

2004 NORTH CAROLINA COMMUNITY COLLEGE PRESIDENT OF THE YEAR AWARD

Nine copies of each nomination must be received by 5 p.m. Friday, June 11, 2004. Please deliver by hand or mail (no faxes or emails please) to the following address:

HAND DELIVER TO:

Mr. Fred Williams, Executive Vice President
North Carolina Community College System
200 West Jones Street
Raleigh, NC 27603

MAIL TO:

Mr. Fred Williams, Executive Vice President
North Carolina Community College System
5001 Mail Service Center
Raleigh, NC 27699-5001

Telephone: 919-733-7051

Name of Nominee:

President's Signature (required):

College:

College Address:

Nominator & Title:

Nominator's Signature:

Please develop a narrative, not to exceed eight pages, which addresses each of the following nine selection criteria. To assist in the review process, **the narrative must be formatted to address each of the individual criteria as numbered below:**

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**EXPECTED TIMELINE FOR THE
2004 NORTH CAROLINA COMMUNITY COLLEGE PRESIDENT AWARD**

Date	Activity
April 21, 2004	Award announcement sent to the colleges
June 11, 2004 at 5:00 p.m.	Deadline to receive nominations in System Office
June 14, 2004	Committee members identified and confirmed
June 21, 2004	Nomination packets mailed to the committee
July 14, 2004	Email sent out to committee re: Meeting Date to select finalists
Week of August 2-6, 2004	Committee meets to select finalists
September 17, 2004	Winner submitted to September State Board
November 19, 2004	Winner announced at Day of Recognition