



**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM**  
*H. Martin Lancaster, President*

**MEMORANDUM**

**TO:** Community College Presidents  
**FROM:** H. Martin Lancaster  
**RE:** W. Dallas Herring Fellowships &  
The Future Presidents Institute  
**DATE:** February 28, 2008

The North Carolina Community Colleges Foundation has again approved scholarships for two W. Dallas Herring Fellowships to attend a Future Presidents Institute which Dr. Donny Hunter will conduct at The Center for School Leadership Development at the University of North Carolina in Chapel Hill. The dates are September 2-5, 2008, with pre- and post-session readings and projects. The Institute will be open to 25 persons, two of whom will be Herring Fellows. I have attached information about the Institute. Also attached is the application form, which should be completed and sent to me if you wish to nominate a person on your staff for the Fellowship. If you have persons interested in the Institute whom you may not wish to nominate for the scholarship, they may apply directly to Dr. Hunter.

Here is what we are looking for in a scholarship recipient:

1. A person who is ready to be a president in the next one to three years.
2. A holder of a doctoral degree or a candidate for the doctorate who will complete requirements for the degree within the next two years.
3. A proven community college leader who has served as a Dean or Vice President.
4. A proven community leader as evidenced by record of community service.
5. An articulate and intelligent person who is committed to the philosophy of the community college movement as espoused by Dr. Dallas Herring.
6. A person who is committed to a career as President of a North Carolina community college. A recipient who accepts a presidency in another state within five years will be expected to repay in full the scholarship received.

Diversity in community college leadership is a priority in our System. Therefore, nominations of women and minority candidates are encouraged.

**The deadline for receipt of nominations is Wednesday, April 2, 2008. If you have any questions, please call me.**

Thank you for your attention to this matter.

**CC08-054**  
**E-MAIL**

# **FUTURE PRESIDENTS INSTITUTE**

The **Future Presidents Institute** is designed to train a very select group of highly qualified individuals who are interested in becoming community college presidents.

- Date: September 2-5, 2008
- Location: The Center for School Leadership Development  
University of North Carolina at Chapel Hill
- Faculty & Presenters: Fourteen nationally recognized individuals who have outstanding reputations as experienced leaders in community colleges, equivalent leadership positions or are recognized national experts in areas critical to successful leadership.
- Participants: Highly qualified and motivated individuals who are interested in becoming community college presidents.
- Admission: All non-scholarship participants will be admitted to the program through an application process established by Dr. Donny Hunter.
- Applications & Questions: Contact Dr. Donny Hunter at 919-467-9754, ext. 223

## **Program Outline**

The program will consist of three phases. Phase I will involve the participants in a directed readings and response exercise. Participants will receive a packet of readings each month for the three months leading up to the concluding seminar. These readings will be in-depth reviews of critical leadership and management concepts and important community college issues. The purpose of the directed readings and response exercises is to allow the participants to increase and broaden their knowledge and understanding of critical community college issues and become skilled in determining the underlying leadership and management concepts. Each month the participants will receive feedback and coaching regarding their responses to the assigned readings. Phase II of the program consist of a seminar. The seminar will be oriented towards the practical side of presidential leadership. The faculty will be individuals who have outstanding reputations as experienced leaders in community colleges or in equivalent leadership positions. Phase III will be follow-up directed readings and response exercises and a concluding one-day session.

***Future Presidents Institute***

LEADERSHIP DEVELOPMENT PROGRAM AND SCHOLARSHIP APPLICATION

September 2-5, 2008

The Center for School Leadership Development  
University of North Carolina at Chapel Hill

***Biographical Data***

|                                      |              |                                  |                                   |
|--------------------------------------|--------------|----------------------------------|-----------------------------------|
| <b>Name:</b>                         |              |                                  |                                   |
| _____                                | _____        | _____                            | _____                             |
| <i>Last</i>                          | <i>First</i> | <i>Middle</i>                    | <i>Name You Like to be Called</i> |
| <b>Current Position:</b>             |              |                                  |                                   |
| _____                                |              |                                  |                                   |
| <b>College or Organization:</b>      |              |                                  |                                   |
| _____                                |              |                                  |                                   |
| <b>Business Contact Information:</b> |              | <b>Home Contact Information:</b> |                                   |
| _____                                |              | _____                            |                                   |
| <i>Street</i>                        |              | <i>Street</i>                    |                                   |
| _____                                |              | _____                            |                                   |
| <i>City, State, and ZIP</i>          |              | <i>City, State, and ZIP</i>      |                                   |
| _____                                |              | _____                            |                                   |
| <i>Business Phone</i>                |              | <i>Home Phone</i>                |                                   |
| _____                                |              | _____                            |                                   |
| <i>Fax Number</i>                    |              | <i>Fax Number</i>                |                                   |
| _____                                |              | _____                            |                                   |
| <i>Email Address</i>                 |              | <i>Email Address</i>             |                                   |
| _____                                |              | _____                            |                                   |

***Employment Experience***

*Please list your last three positions of employment, starting with the most recent.*

|   |
|---|
| <b>Employer:</b> _____                                    |
| <b>Address of Employer:</b> _____                         |
| <b>Dates of Employment:</b> _____                         |
| <b>Position:</b> _____                                    |
| <b>Supervisor:</b> _____                                  |
| <b>Description of Duties &amp; Accomplishments:</b> _____ |
| _____   |
| _____   |
| _____   |
| _____   |
| _____   |

**Employer:** \_\_\_\_\_

**Address of Employer:** \_\_\_\_\_

**Dates of Employment:** \_\_\_\_\_

**Position:** \_\_\_\_\_

**Supervisor:** \_\_\_\_\_

**Description of Duties & Accomplishments:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Employer:** \_\_\_\_\_

**Address of Employer:** \_\_\_\_\_

**Dates of Employment:** \_\_\_\_\_

**Position:** \_\_\_\_\_

**Supervisor:** \_\_\_\_\_

**Description of Duties & Accomplishments:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

***Academic History***

*Please list post-secondary institutions attended, starting with the most recent.*

| University/College | City, State | Major Field | Degree | Dates of Attendance |
|--------------------|-------------|-------------|--------|---------------------|
|                    |             |             |        |                     |
|                    |             |             |        |                     |
|                    |             |             |        |                     |
|                    |             |             |        |                     |

***Personal Statement***

*Please prepare a response to each of these questions and submit with your application. Limit each response to no more than 1/2 page. Be sure to provide your name at the top of each page.*

- 1.) Why do you want to participate in the Future President Institute?
- 2.) What are your career goals?
- 3.) What role do you think the President plays in the success of a Community College?

**President's Endorsement**

Since participation in the Future Presidents Institute may require that you be away from your regular job for brief periods of time, it is important that your President support your participation. Your President's signature ensures his or her support of your release for full participation in this program. If you are not currently a local community college employee, please have your current supervisor sign this endorsement. If you, your President or your supervisor have any questions, please contact Dr. Donny Hunter at 919-467-9754, ext. 223.

I, \_\_\_\_\_, support this applicant's  
 (Please Type or Print)  
 participation in the Future Presidents Institute. I understand that full participation in this program could require that I release this employee from his or her regular work schedule for brief periods of time.

President's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

President's Phone: \_\_\_\_\_ President's Email: \_\_\_\_\_

-OR-

Supervisor's Title: \_\_\_\_\_

Supervisor's Division/Department/Organization: \_\_\_\_\_

Supervisor's Address: \_\_\_\_\_

Supervisor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor's Phone: \_\_\_\_\_ Supervisor's Email: \_\_\_\_\_

**Endorsements**

Please attach two additional endorsements completed by individuals who would be in a position to assess your likelihood of success in this Institute and as a president of a community college. Please ask that the endorsements be limited to no more than one page. Endorsements must be signed. Be sure to provide your name on the top of each page.

**Résumé**

Please include a recent résumé with your application.

**I understand that any application materials submitted to the Future Presidents Institute will not be returned.**

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**If I am not selected for a Foundation Scholarship, I am still interested in attending the Institute. Therefore, I request that my application be forwarded to Dr. Donny Hunter for consideration.**

YES \_\_\_\_\_ NO \_\_\_\_\_ My Initials \_\_\_\_\_

**Submit all application materials by Wednesday, April 2, 2008, to:**

President H. Martin Lancaster  
North Carolina Community College System  
5001 Mail Service Center  
Raleigh, North Carolina 27699-5001