

May 31, 2023

ACCT Awards
1101 17th St NW, Suite 300
Washington, DC 20036

To Whom it May Concern:

On behalf of the ██████████ Board of Trustees, I am writing this letter of support to nominate Trustee ██████████ for the ACCT Trustee Leadership Award. Trustee ██████████ is retiring after nine years on the board. Throughout her tenure, she has made significant contributions in promoting the community college concept.

Trustee ██████████ joined the ██████████ Board of Trustees in 2014 and has served as vice chair for two years, chair for two years and currently serves as immediate past chair. During her service, she has volunteered her time and talent and has also established a scholarship endowment to support students, now and in the future.

Highlights of Trustee ██████████ leadership and vision include:

- advocated for and provided vision and support for ██████████ service district expansion to ██████████ enabling the College to provide quality, affordable education and training to more ██████████ students, employers and communities. ██████████ is the community north of the College's main campus with a population of over 500,000 individuals and over 14,600 employers. Prior to ██████████'s expansion, there was no community college in the ██████████
- advocated for expansion of ██████████ Board from seven to nine trustees, to include three trustees from our new service area in ██████████
- helped develop new programs to meet workforce needs, including Licensed Practical Nursing (LPN), Commercial Driver's License (CDL), Surgical Assisting and State-Tested Nurse Assistant (STNA) and Surgical Technology;
- facilitated significant expansion of employer-led Learn to Earn programs to meet unprecedented workforce need;
- oversaw ██████████'s continued fiscal stability, demonstrated by increases in college reserves;
- ensured stability, leadership, continuity of teaching and learning during COVID;
- helped develop College strategic plans that include metrics and outcomes, a strategic/board dashboard with benchmarks and annual metrics and SMART (specific, measurable, agreed-upon, realistic and time-bound) goals;
- oversaw continued improvement in ██████████'s student success, including course completion, graduation and certificate completion rates;

- provided tireless support of students and the College through her active participation in student, faculty and staff events such as commencement, pinning and certificate ceremonies, employee recognition events, ribbon-cuttings and more;
- served as trustee liaison to the [REDACTED] Foundation.

Trustee [REDACTED] has also served as chair of the [REDACTED] Association of Community Colleges Governing Board for the past two years. In that role, Trustee [REDACTED] has overseen the adoption of two separate policy and advocacy agendas and has helped to set the overall legislative agenda. She also served as the inaugural co-chair of the advisory committee for [REDACTED] Center for Student Success, which has helped community colleges increase completion rates through policy changes and success strategies.

The results have been dramatic. During Trustee [REDACTED]'s leadership, there has been a:

- 16% increase in number of associate degrees awarded;
- 34% increase in number of one-year certificates awarded;
- 40% increase in number of credentials earned by students of color.

Again, the [REDACTED] Board of Trustees respectfully nominates Trustee [REDACTED] for the ACCT Trustee Leadership Award. If you have any questions or would like any additional information, please contact me directly at [REDACTED]. Thank you for your consideration.

Sincerely,

[REDACTED]

**Nominating: [REDACTED] of Trustees for the ACCT
Trustee Leadership Award**

Responses to Criteria Questions:

Has the trustee served as an officer of the college's board of trustees?

Since joining the [REDACTED] Board of Trustees in 2014, [REDACTED] has demonstrated strong leadership, vision, commitment to students and a deep understanding of and appreciation for the community college mission. She served as vice chair for two years, chair for two years and currently serves as immediate past chair.

In addition to volunteering her time and talent to the College's Board of Trustees, she and her husband [REDACTED] have established a scholarship endowment to support students.

How has the trustee participated in community life:

Trustee [REDACTED] has been an active member of the community, serving organizations such as:

- [REDACTED] Chamber of Commerce Retention & Expansion Committee
- [REDACTED] Regional Chamber of Commerce Board of Directors
- [REDACTED] Regional Chamber of Commerce Education & Economic Development committees
- [REDACTED] Chamber of Commerce Business and Education Advisory Committee
- [REDACTED] Chamber of Commerce Board of Directors
- [REDACTED] Partnership P-16 Council
- [REDACTED] College President's Advisory Council
- [REDACTED] College ECHO Grant committee
- [REDACTED] College Oil & Gas Advisory Council
- [REDACTED] County Chamber of Commerce Retention & Expansion Committee
- [REDACTED] County Community Improvement Corporation
- United Way of [REDACTED] County Financial Stability Committee
- [REDACTED] Business and Community Service Advisory Board
- [REDACTED] Career Services Advisory Board

Initiated or developed innovative programs used in 2-year postsecondary institutions:

Highlights of Trustee [REDACTED] leadership and vision include:

- advocated for and provided vision and support for [REDACTED] College's service district expansion to [REDACTED], enabling the College to provide quality, affordable education and training to more individuals, employers and communities. [REDACTED] is [REDACTED]'s 4th largest county and, before [REDACTED] expanded there, was the only large county in the state without a community college. [REDACTED] is 40% larger than [REDACTED] historic service district of [REDACTED].
- expansion of [REDACTED] Board from seven to nine trustees to include three trustees from Summit County
- new programs to meet workforce needs, including Licensed Practical Nursing (LPN), Commercial Driver's License (CDL), Surgical Technology, Surgical Assisting and State-Tested Nurse Assistant (STNA).
- significant expansion of employer-led Learn and Earn programs to meet unprecedented workforce needs
- [REDACTED] College's continued fiscal stability, demonstrated by increases in college reserves

- stability, leadership, continuity of teaching and learning during COVID
- College strategic plans that include metrics and outcomes and a strategic/board dashboard with benchmarks, annual metrics and SMART (specific, measurable, agreed-upon, realistic and time-bound) goals;
- continued improvement in student success, including course completion, graduation and certificate completion rates
- tireless support of students and the College through active participation in student, faculty and staff events, such as commencement, pinning and certificate ceremonies, employee recognition events, ribbon-cuttings and more
- helped establish “board excellence awards” to recognize outstanding faculty and staff
- service as trustee liaison to the ██████████ Foundation Board.

Served technical or special committees serving 2-year postsecondary institutions:

Prior to becoming a trustee, ██████████ served on the ██████████ College President’s Advisory Council, ██████████ College ECHO Grant committee and the ██████████ College Oil & Gas Advisory Council.

As a trustee, she has served on ad hoc board committees on compensation and benefits and employee awards and recognition.

How has trustee been a factor in influencing legislation for 2-year postsecondary institutions, and how has the trustee been active in communication and advocacy with state & national legislation:

In addition to serving as both chair and vice chair of ██████████ Board, Trustee ██████████ has served as chair of the ██████████ Association of Community Colleges ██████████ Board for the past two years. In that role, Trustee ██████████ has overseen the adoption of two separate policy and advocacy agendas and has helped set the overall legislative agenda for the state’s community colleges.

She also served as the inaugural co-chair of the advisory committee for ██████████ Center for Student Success, which has helped community colleges increase completion rates through policy changes and success strategies.

The results have been dramatic:

- 16% increase in number of associate degrees awarded
- 34% increase in number of one-year certificates awarded
- 40% increase in number of credentials earned by students of color

What has trustee contributed overall to the 2-year postsecondary concept, and how did this affect the college’s total impact on the community, state or nation?

Trustee ██████████ appreciates and understands the importance of education and workforce development to individuals and communities, thanks to her professional background as executive director of the ██████████ Workforce Development Board and former head of ██████████ City Schools’ career tech programs.

Trustee ██████████ leadership in education and economic development has had an impact on the community and state in terms of the academic and workforce programs and services developed during her board service. Moreover, she helped influence state policy on student success, workforce and community college funding. Trustee ██████████ ensures that trustees

follow good governance practices recommended by ACCT (American Community College Trustees) to ensure board and college effectiveness.

Trustee [REDACTED] was a vocal advocate for the JOBS Act and supported former Sen. Rob Portman's national leadership on that issue. She continues to advocate for the JOBS Act and PELL funding for high-demand short-term education and training programs.

How has the trustee provided leadership in helping solve challenges facing 2-year postsecondary education?

Trustee [REDACTED] previously mentioned leadership in student success at the college and state level is one example of how she helps solve challenges facing 2-year postsecondary education. Trustee [REDACTED] understands and supports the 2-year college workforce mission from the perspectives of meeting employer and student needs while increasing enrollment – which is a major challenge for all 2-year colleges.

How has the trustee been active in developing, organizing, or supporting state two-year postsecondary associations, and what kind of leadership role has the trustee played in state, regional, or national associations?

In addition to her leadership roles at [REDACTED] College, Trustee [REDACTED] has served as chair of the [REDACTED] Association of Community Colleges [REDACTED] Governing Board. Throughout her tenure, Trustee [REDACTED] has been involved in [REDACTED].

Has the trustee given presentation or published articles on 2-year postsecondary education?

Trustee [REDACTED] has presented at [REDACTED] College's Board of Trustees' meetings and retreats regarding board members' roles at a public institution. She also has assisted in onboarding new board members.

150-word statement for [REDACTED] candidacy for ACCT Trustee Leadership Award:

[REDACTED] devoted her career and life to education and workforce, as executive director of the local Workforce Investment Board, high school career tech director and [REDACTED] College trustee. She led the College's expansion to a significantly larger county to serve more students, employers and communities. She has served on [REDACTED] board for nine years, including four years as chair and vice chair. She is chair of the [REDACTED] Association of Community Colleges board and Student Success Center and led [REDACTED] and [REDACTED] 23 community colleges to significant improvements in student success. Trustee [REDACTED] is the most dedicated trustee I've worked with in 35 years of community college leadership at two institutions. She tirelessly supports students and the College through actively participating in commencement; pinning and certificate ceremonies; employee recognition dinners; ribbon-cuttings; and the [REDACTED] State Foundation, where she established an endowed student scholarship.