Honolulu Community College serves the Pacific as a premier, comprehensive community college that offers quality instruction in a wide range of career and technical education programs. The College also provides a highly successful and impressive liberal arts curriculum that prepares students to transfer to University of Hawai‘i baccalaureate campuses or other colleges to further their education.
Honolulu Community College

AT-A-GLANCE

History of the College
Honolulu Community College was established in 1920 as the Territorial Trade School in Kapālama. Subsequently, it became part of McKinley High School, but was later reestablished as Honolulu Vocational School. It became the Honolulu Technical School in 1955 before becoming part of the University of Hawai‘i as a result of the Community College Act of 1964. In 1966, the Board of Regents approved the name Honolulu Community College and authorized the school to grant Associate in Arts and Associate in Science degrees.

As one of seven schools comprising the UH Community College System, Honolulu CC experienced rapid growth between 1966 and 1976 and has evolved into a fully comprehensive community college. The Main Campus, a short distance from the heart of Honolulu on Dillingham Boulevard, offers liberal arts instruction leading to a two-year Associate in Arts degree, allowing students to transfer credits to achieve junior class standing at four-year higher education institutions within the State. Certificate programs in more than twenty Career and Technical Education areas that are integrated with a strong general education “core” help Honolulu CC provide an educated citizenry for the workforce of the State of Hawai‘i.

Enrollment
Headcount Credit = 3,210; Full-Time 28%, Part-Time 72%, and thousands more enrolled in non-credit and continuing education courses

Carnegie Classification
Associate/public, 2-year college

Accreditation
Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges

Other national accreditations and designations include: National Association for the Education of Young Children has accredited the Early Childhood Education Program’s Keiki Hau‘oli Children’s Center; Automobile Service Excellence Education Foundation has accredited the Automotive Technology Program; National Security Agency has designated Honolulu Community College - Cybersecurity Center as a National Center of Academic Excellence in Cyber Defense Two-Year (CAE2Y).

Degrees and Certificates
63 programs with 24 associate degrees (2 Associate in Arts, 8 Associate in Science, 14 Associate in Applied Science) and 36 certificates (23 Certificates of Achievement, 1 Advanced Professional Certificate, 7 Certificates of Competence, 5 Academic Subject Certificates)

Diversity
54% male, 43% female, 3% No Data; Average Age 25. Self-Reported Ethnicities: 39% Asian, 30% Hawaiian/Pacific Islander, 14% Mixed Race, 10% Caucasian, 7% Other

College Staff (Authorized Permanent Positions)
Total authorized permanent positions – 290
Faculty – 155
Administrative/Professional/Technical – 59
Civil Service – 66
Administrators – 10

Finances (In Millions)
General Funds Appropriation – $26.2M
Tuition, Fees and Special Funds – $8.9M
Federal Funds Appropriation – $1.1M
Federal Funds State and Local Grants – $11.5M
Private Gifts and Donations – $0.6M
CHANCELLOR SEARCH 2022

Ideal Chancellor

*Honolulu Community College students, faculty, staff, and administrators seek an effective and visionary leader who will...*

- Be visible, engaging, collaborative, and action-oriented with decision making that promotes academic excellence and ensures student access and success.
- Value diversity and commit to establishing the College as a model indigenous-serving institution.
- Increase enrollment through a variety of initiatives while ensuring that the necessary infrastructure is available.
- Be a committed leader who can strengthen relationships among liberal arts and career-technical education programs as well as other programs and service areas of the College.
- Understand the legislative process, relate well to the political and cultural community, and serve effectively as an advocate for the College in the University of Hawai‘i System and Legislative initiatives.
- Encourage a culture of innovation, respect, collaboration, cordiality and enthusiasm within the college and community.
- Build morale and engage all faculty and staff in the educational enterprise.
- Communicate effectively, be approachable and inspire confidence and assurance throughout the campus, within the University of Hawaii System, and with our community partners.
- Foster a positive environment and experience to guide the College to its next stage of growth and development.
- Focus on team-building and problem-solving skills, and motivate, support, develop, and recognize employee performance.
- Acquire, manage and build diverse revenue streams to effectively secure the College’s financial sustainability, development and growth.
- Ensure the College is proactive in implementing new technologies.

Minimum Qualifications

- Master’s degree or equivalent.
- Administrative experience in a College at the deanship level or equivalent, or experience at the community College professional (C5) level, or demonstrated comparable mid-management administrative experience in an educational agency, industry, or government.
- Possession of management skills.
- Ability to relate to and skill in meeting people.
- Demonstrated leadership.

All MQs must be met by effective date of hire. For Desirable qualifications (DQs) and more information, see full advertisement at workatuh.hawaii.edu or honolulu.hawaii.edu/chancellorsearch

Benefits

Include, but not limited to, health insurance, retirement plan, vacation and sick leave, and group life insurance. Details at hawaii.edu/chr/benefits-leave/

Administrative Governance

University of Hawai‘i Community College System includes seven community colleges. The Chancellor reports to the Vice President for Community Colleges.

*University of Hawai‘i System includes the seven Community Colleges, UH at Manoa, UH at Hilo, and UH - West Oahu, hawaii.edu/#ten-campuses, University of Hawaii Board of Regents - the President of the UH System reports to the Board of Regents, hawaii.edu/offices/bor/

Mission Statement

*Honolulu Community College provides accessible educational opportunities through an engaging learning environment that values academic excellence and personal growth of all students, with a kuleana (responsibility) to Native Hawaiians and our community, through career, liberal arts, technology, transfer, and professional training programs.*

Core Values

- **Student-Centered and Student Focused** – offering a supportive, high quality learning environment that guides students through their college pathway to become contributing members and leaders of our community.
- **Community and Industry Partnerships** – fostering educational partnerships with state-registered apprenticeship programs, local industries, and other organizations to create diverse academic and training opportunities.
- **Indigenous Serving** – supporting the Native Hawaiian community and its language, history, and culture.
- **Sustainability** – creating a culture of social responsibility around the conservation of resources and creating a foundation for environmental stewardship.
- **Diversity and Equity** – maintaining an equitable multicultural environment where all aspects of diversity are appreciated and respected.
Institutional Student Learning Outcomes
Honolulu Community College defines the following six core competencies as its Institutional Learning Outcomes:

- **Critical Thinking** – Effectively analyze arguments, assumptions, and problems and draw conclusions.
- **Information Literacy** – Form strategies to locate, evaluate, and apply information, and know the ethical and legal issues surrounding information and information technology.
- **Effective Communication** – Actively express and exchange ideas through listening, speaking, reading, writing, and other modes of interpersonal expression.
- **Quantitative Reasoning** – Effectively analyze numerical data, solve quantitative problems, and apply mathematical concepts.
- **Career Preparation** – Demonstrate knowledge and skills to successfully move to a baccalaureate education or selected vocation.
- **Community Awareness and Social Responsibility** – Demonstrate and apply an understanding of moral and ethical issues that pertain to the environment, social justice, and cultural diversity.

Application Process
1. To apply, please visit workatuh.hawaii.edu, search for Position No. 89106 if needed, & complete online application. If you have not applied for a position before using NEOGOV, please create an account.

2. Next, please email items A-D to ccsearch@hawaii.edu. Applications sent by fax, mail, or email will not be accepted.
   - A) Cover letter with statement outlining how you meet the minimum and desirable qualifications, how your work experiences and/or formal training enable you to fulfill duties and responsibilities, and your management/leadership philosophy;
   - B) Current curriculum vitae;
   - C) Graduate and undergraduate transcript(s) showing degree and course work to date verifying minimum and desirable educational qualifications (official transcript copies are acceptable, original official transcripts are required at time of hire). Online transcripts or academic record/grade summaries will NOT be accepted; &
   - D) Five (5) professional references including name, title, and contact info (telephone number and email addresses). References will not be contacted without prior notice to candidate.

Continuous Recruitment
Review of applications will begin on **August 24, 2022** and will continue until the position is filled. For best consideration, submit application by **August 23, 2022**.

Inquiries & Nominations
Contact: Coty Gonzales, Search Coordinator
By email ccsearch@hawaii.edu or (808) 845-9252

The University of Hawai’i is an equal opportunity institution and encourages applications from and nominations of women and minority candidates.