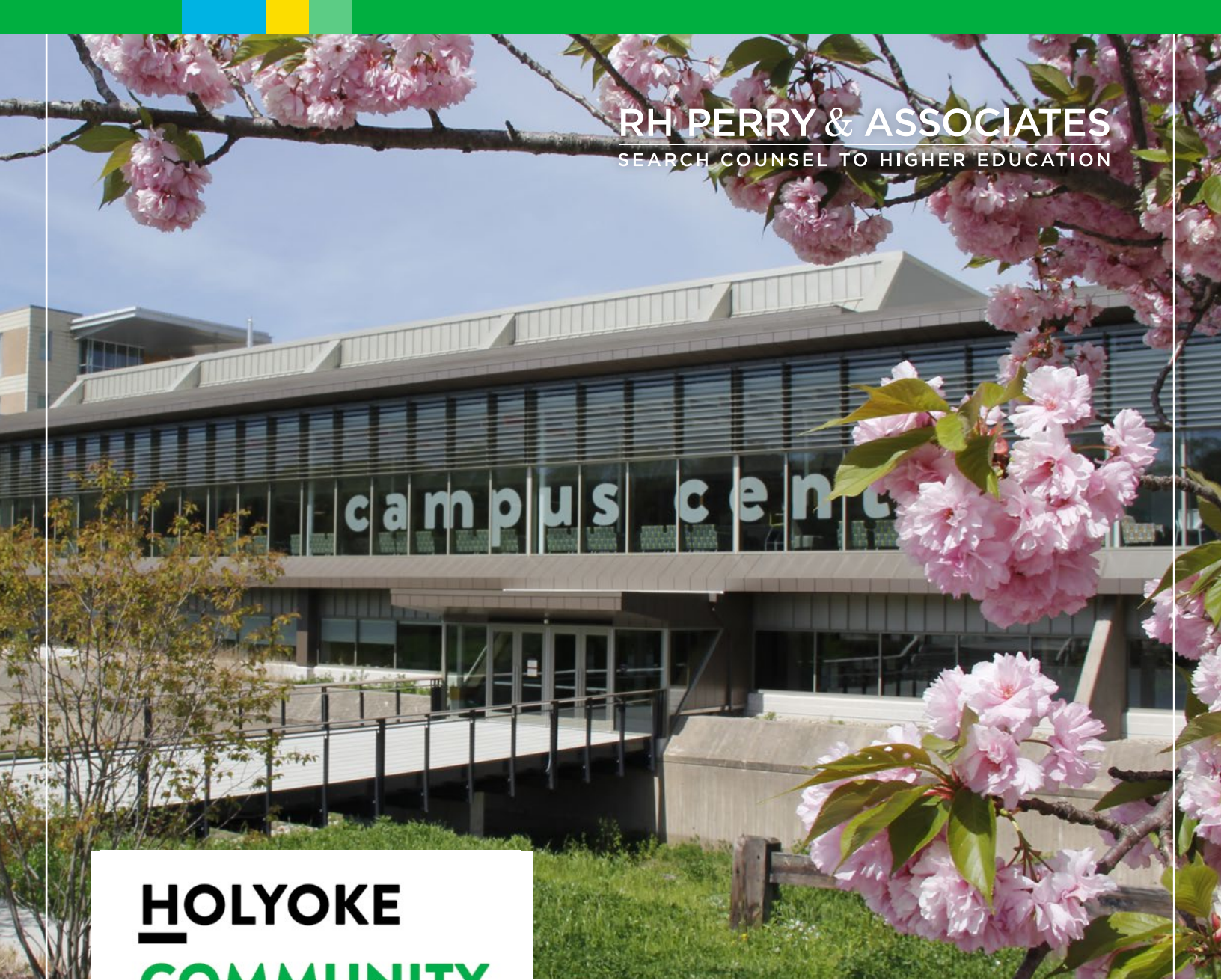




RH PERRY & ASSOCIATES
SEARCH COUNSEL TO HIGHER EDUCATION

HOLYOKE
COMMUNITY
COLLEGE

EXECUTIVE SEARCH PROFILE

PROVOST AND VICE PRESIDENT FOR ACADEMIC AFFAIRS

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The Opportunity

Holyoke Community College (HCC) invites confidential applications and nominations for the position of Provost and Vice President for Academic Affairs. This is an exceptional opportunity for a visionary, compassionate, and innovative leader to advance equitable student success and academic excellence at Massachusetts's first two-year public institution—one of the Commonwealth's most dynamic and community-centered colleges. The successful candidate will be a transformative, student-centered leader who fosters collaboration and creativity in shaping the academic and student experience at a college deeply committed to access, achievement, and meaningful community impact.





The College



HISTORY

HCC, the Commonwealth's first two-year college, began in 1946 as the city-sponsored Holyoke Junior College. The school flourished thanks to the perseverance of its small but dedicated staff, including Dr. George Frost, the school's founder, and his secretary, Ellen Lynch, the only full-time employees until 1958. Sharing a tiny office in a former cloakroom in the Holyoke High School building, together they scavenged chalk, erasers, and pencils for the part-time faculty (many of whom were professors at area four-year colleges and universities), who taught classes in the borrowed quarters during the evenings. Innovation was, and continues to be, a cornerstone of the College's pursuit of excellence.

When Holyoke Community College's newly renovated campus burned to the ground on a bitterly cold day in January of 1968, it was the resourcefulness and innovative spirit of the college and community that enabled students to resume their studies in temporary facilities within a matter of days. Later, flooding the governor's office with hundreds of letters and phone calls, the community and college joined forces to insist that the school be rebuilt in Holyoke.

Today, Holyoke Community College, a federally designated Hispanic Serving Institution (HSI) since 2016, is housed on a multi-million-dollar, 135-acre campus, equipped with state-of-

the-art technology in specialized learning facilities. In addition to its main campus, HCC has off-site facilities that include the Center for Health Education and Simulation, the HCC MGM Culinary Arts Institute, and the Picknelly Adult and Family Education Center (PAFEC).

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Hispanic Leadership Committee

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Hispanic Serving Institution

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Campus

In fiscal year 2024, HCC enrolled 7,391 credit and non-credit students. The college offers a range of recreational and cultural activities, including sports programs and music festivals, for both students and community members. HCC's strongest assets continue to be an innovative spirit, a sincere concern for students, and a commitment to strive for even greater success. These are the values that have created a tradition of excellence spanning more than six decades and are enabling Holyoke Community College to meet today's challenges.



The College

MISSION

Educate. Inspire. Connect.

VISION

Holyoke Community College aspires to be a college of academic excellence known for helping students overcome barriers to success.

VALUES

Kindness, inclusion, and trust are the foundations of the work that we do together. Innovation and collaboration enable us to explore and implement the ideas that will shape our future.

Innovation: We empower each other to explore, share, and actualize our ideas to continuously improve the HCC experience for all. We do this with creativity and agility by keeping an open mind, taking risks, evaluating outcomes, and learning from mistakes.

Collaboration: We work as a community to develop and achieve common goals through an open exchange of ideas. We do this by encouraging wide-ranging participation, intentional communication, and the pursuit of diverse perspectives and expertise.

Kindness: We approach all interactions with empathy and in consideration of one another's needs. We act with the highest levels of professionalism, respect, and civility as we seek common ground and strive for mutual understanding.

Inclusion: We provide a fair and welcoming environment where all voices are heard and meaningfully included to contribute to the growth and success of HCC. We take intentional action, challenge our assumptions, foster belonging, and respect the uniqueness of individuals and diverse groups.

Trust: We assume the best in others, prioritize transparency, and communicate with honesty, clarity, and consistency. We do this thoughtfully by including all stakeholders in the decision-making process and following through with our commitments.

STUDENT EXPERIENCE STATEMENT

Holyoke Community College commits to delivering a transformational student experience characterized by:

- A "connection network" that draws people, services, and knowledge together to address students' fundamental needs and thus ensure their readiness to succeed at HCC
- An affordable, relevant education provided by talented faculty and resulting in career and transfer opportunities that enable students to thrive
- An approach to educating the whole person that continuously meets students where they are — socially, financially, educationally, and geographically — and engaging them in real-world learning experiences
- A vibrant, connected college community that enriches the learning experience, delivers relentless encouragement, and builds life-long connections

Faculty and staff of Holyoke Community College commit to supporting this transformative experience through:

- Accessible, guided, and intuitive services that support students and their families
- Efficient and effective processes supported by contemporary technologies
- Data and predictive analytics that enable HCC to deliver personalized, proactive, and responsive programs and services
- An agile and supportive culture that recognizes the importance of training and professional development to build knowledge, skills, and abilities



The College



LOCATION

Holyoke Community College, in Holyoke, Massachusetts, sits in the heart of the Pioneer Valley, just minutes from Interstates 91 and 90 (Massachusetts Turnpike). HCC is conveniently located; it is seven miles from Springfield, 31 miles from Hartford, CT, 80 miles from Boston, and 126 miles from New York City.

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Holyoke Massachusetts

The City of Holyoke is a diverse and dynamic community with a population that reflects a blend of cultures and backgrounds. Holyoke is renowned for its commitment to the arts and cultural events, offering students a culturally enriching experience. The city is characterized by a mix of historic architecture and modern developments, contributing to a unique and welcoming atmosphere. Additionally, Holyoke's community is known for its resilience and collaborative spirit, creating an environment that supports educational endeavors and community engagement.

The Pioneer Valley is a cultural hub, home to numerous colleges, universities, and cultural institutions. The presence of academic institutions contributes to a dynamic arts and music scene, with galleries, theaters, and concert venues showcasing the region's creative spirit. The Five Colleges Consortium, consisting of Amherst College, Hampshire College, Mount Holyoke College, Smith College, and the University of Massachusetts Amherst, enhances the intellectual and cultural vibrancy of the area.

GOVERNANCE

One of 15 Massachusetts community colleges operating under the direction of the Board of Higher Education and its executive agency, the Massachusetts Department of Higher Education, HCC is led by its president, Dr. George Timmons, who reports to an 11-member governing body, the Board of Trustees. Nine of the members are appointed directly by the Governor, while a student trustee and an alumnus or alumna are elected by their respective bodies. The Holyoke Community College Foundation, Inc., an institutionally related foundation and 501(c)3, exists to raise and steward philanthropic support for Holyoke Community College and is governed by a separate, 35-member Board of Directors.

Internally, the college operates under a shared governance process (College Advisory Council) through which individuals develop recommendations for policies and decisions that affect the institution. This process encourages and values the voices of all members of the HCC community. Opportunities for open dialogue throughout the process are paramount, which provides College leadership access to the knowledge and expertise that reside at all levels of the institution. This dialogue is collaborative, data-informed, and grounded in the principles of diversity, equity, and inclusion. The purpose of this process includes supporting student success and fostering a respectful and inclusive workplace. It assumes goodwill, is transparent, and demonstrates a commitment to the college's mission and institutional values.

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President

The HCC
Foundation

College Advisory
Council

The College



THE COLLEGE'S RELATIONSHIP TO THE BOARD OF HIGHER EDUCATION

As previously mentioned, Holyoke Community College is part of the Massachusetts Community College System, a component of the Massachusetts Public Higher Education System. The system comprises 15 community colleges, nine state universities, and the University of Massachusetts with five campuses. A statewide Board of Higher Education (BHE) has broad oversight responsibility for all public higher education and a particular responsibility for community colleges and state universities. The Department of Higher Education (DHE), headed by Commissioner Noe Ortega, is the executive arm of the Board of Higher Education

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Board of Higher Education

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The Department of Higher Education

STRATEGIC PRIORITIES

The College's 2023-2026 strategic plan identifies four strategic frameworks:

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Strategic Plan

1. Teaching and learning: Enhance and expand innovative teaching and learning practices that result in a quality education for all.

2. Equity and Student Success: Collaborate with the communities we serve to increase equity.

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Equity

3. Workforce Development and Transfer: align programs with workforce demands and student needs for employment and transfer.

4. Financial Sustainability: create a sustainable model for long-term financial stability and growth.

The College



ACCREDITATION

Holyoke Community College is accredited by the New England Commission of Higher Education, Inc. (NECHE), a non-governmental, nationally recognized organization. NECHE is one of seven accrediting commissions in the United States that provide institutional accreditation on a regional basis. The Commission, which is recognized by the U.S. Department of Education, accredits approximately 220 institutions in the six-state New England region as well as several American-style institutions overseas.

HCC has been accredited by the Commission since 1970 and underwent its last comprehensive accreditation visit in 2020. NECHE scheduled its next comprehensive accreditation visit with HCC for 2030. HCC is working on its scheduled 5-year Interim report. Faculty, staff, and administrators are participating in this endeavor. Interim reporting is a standard requirement for NECHE.

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Accreditation

In addition to institutional accreditation, more than half a dozen HCC programs are accredited by state or national accrediting bodies.

ACADEMIC PROGRAMS

HCC has outstanding faculty, small class sizes, and flexible day, evening, Saturday, and online classes. The college emphasizes a student-centered approach, promoting inclusivity and support services to ensure students are successful, whether they seek a solid preparation for transfer to a four-year college or university or want to acquire the skills they need to enter the workforce immediately. HCC offers an Associate in Arts (A.A.) and an Associate in Science (A.S.) degree, plus numerous certificate options and a Bachelor of Arts option at Elms College. HCC's graduates transfer to various colleges and universities, from highly selective to open access. Popular choices include UMass, Westfield State, Elms, AIC, Smith,

Mount Holyoke, Amherst, Cornell, and many others. Students can complete associate degrees in two years full-time (60 credit hours) and certificates in as few as two semesters full-time. Certificates are designed to provide expertise in a particular field so students can launch a new career, strengthen current skills, or pursue an interest. Certificates often require the completion of nine or more related courses. Students who are not seeking a degree or certificate may choose from many personal enrichment and professional development classes that the Business and Community Services division offers.

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Academic Support Services

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Areas of Study

TEACHING DIVERSITY

"Effective teaching requires that faculty be able to connect with their students' experience of the world. Central to fostering this connection is an understanding of the diverse racial, ethnic, and socio-economic backgrounds, religious and political beliefs, ages, genders, sexual orientation, physical abilities, and learning styles that students bring to the classroom. HCC is committed to offering an inclusive curriculum that reflects the diverse perspectives of a pluralistic society. Along with critical thinking, quantitative reasoning, effective communication, and information literacy, knowledge of diversity is one of the five core competencies that comprise HCC's general education requirements."

The College



STUDENT LIFE

As a community dedicated to accessible education and community outreach, HCC recognizes the importance of creating an environment of respect and inclusiveness. A commitment to diversity is an integral part of the College's mission to provide comprehensive, high-quality educational opportunities that are responsive to community needs and meet the intellectual, aesthetic, and practical needs of a diverse student body. HCC is enriched by the diversity of its students, faculty, and staff, and strengthened by a climate in which individuals value and learn from their differences while working toward common goals. The college is committed to fostering a welcoming and supportive environment where all students, faculty, and staff feel safe and valued as members of the college community.

HCC Student Activities offers a comprehensive array of student-led and co-curricular programs designed to foster active and meaningful engagement among all members of the campus community. The College supports more than 30 student-run clubs and organizations that reflect a broad range of interests and provide opportunities for leadership development and collaboration. In addition, Student Activities sponsors events, guest lectures, and workshops that contribute to students' personal, intellectual, and professional growth, thereby enhancing the overall educational experience and supporting student success.

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Student Activities

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Clubs and Organizations

Students may participate in a range of athletic programs that cater to diverse interests and skill levels. The College provides both competitive sports and recreational activities to promote physical well-being and a sense of community. The athletic facilities offer students opportunities to participate in various sports, including basketball, soccer, volleyball, and more. The College's teams actively participate in intercollegiate competitions, fostering a competitive spirit and showcasing the talent of HCC athletes.

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Athletics & Fitness



Key Indicators



	FTE Student Enrollment for Fall 2025	2,653
	Total Headcount Fall 2025	4,578
	Student Diversity Statistics Fall 2025 %s based on all students enrolled	Asian 3% Black 8% Hispanic 35% Native American <1% Pacific Islander <1% Two or more 4% White 50%
	First-Year Retention Rate (first time, full time) Fall 2023-Fall 2024	62%
	# Of Degrees Awarded FY 2024 academic year	683
	Fall 2021 first-time, full-time degree-seeking cohort graduation rate within 150% time (using IPEDS definition)	29%
	Fall 2021 first-time, full-time degree-seeking cohort transfer out rate within 150% time (using IPEDS definition)	18%
	Full-time Faculty Adjunct Faculty Professional Staff Support Staff (as of 11-26-2024; does not include PT Non-Benefited Staff)	95 161 186 103
	Student/Faculty Ratio	20:1
	# of Sports Programs: Men:7 Women:7	Men: baseball, basketball, cross country, golf, soccer, track indoor, track outdoor Women: basketball, cross country, golf, soccer, track indoor, track outdoor, volleyball
	Unions: 3	MCCC (FT Faculty and Professional Staff) MCCC/DCE (Adjunct Faculty) AFSCME (Clerical/Support Staff & Campus Police)
	Board of Trustees: #; Elected/Appointed:	11; 9 appointed; 1 student and 1 alumnus or alumna elected by their peers

The Position

Reporting to the President, the Provost and Vice President serves as chief academic and student affairs officer. The Provost and Vice President provides strategic leadership in the planning, development, implementation, and assessment of educational offerings, academic programs, student learning outcomes, enrollment management and student support services. The Provost and Vice President works closely with the President and the college community to implement the College Strategic Vision using evidence-based data for student success and retention.



The Position



CHALLENGES & OPPORTUNITIES

- Changes in technology, student expectations, and workforce needs require ongoing innovation in curriculum and instructional delivery. The Provost will champion academic excellence by fostering innovation in teaching and learning, expanding flexible and high-quality academic offerings, and ensuring programs align with regional and statewide workforce priorities.
- By fostering greater collaboration between academic programs and student support services, the college can enhance its ability to deliver a seamless, holistic, and personalized educational experience that empowers every student to thrive. The Provost can further unify academic and student services to create a holistic student experience—aligning advising, career pathways, and wraparound supports from entry through completion.
- Enrollment fluctuations and shifting demographics present challenges to maintaining institutional vitality and access. The Provost can lead strategic enrollment management efforts that use data-informed practices to recruit, retain, and re-engage learners, while cultivating pathways for adult, part-time, and returning students.
- Complex institutional structures and communication challenges can impede shared governance and collaborative decision-making. The Provost can strengthen trust and transparency by modeling inclusive leadership, fostering open dialogue, and engaging faculty, staff, and students in shared governance that supports strategic priorities.
- HCC must maintain and expand strong external partnerships to meet the evolving educational and workforce needs of the Pioneer Valley and beyond. The Provost is expected to strengthen community and industry collaborations, expand transfer and dual-enrollment pathways, and ensure programs are aligned with regional economic and workforce development priorities.
- Fiscal constraints and shifting state and federal funding models require careful resource allocation and strategic prioritization. The Provost can guide data-informed planning and program review processes that promote institutional agility, financial sustainability, and the effective use of resources in support of student success and HCC's mission.
- Disparities in student achievement and access highlight the need for continued institutional focus on creating an inclusive and supportive learning environment for all students. The Provost can advance HCC's mission by promoting equitable access to academic and student services, supporting inclusive teaching practices, and ensuring that all students have the resources and opportunities necessary to achieve academic success, personal growth, and economic and social mobility.

The Position



ESSENTIAL FUNCTIONS

- Advises the President in formulating overall plans, policies, and procedures for the execution of the goals and mission of the College
- Leads efforts to ensure program quality through periodic review, external confirmation, accreditation processes, assessment of student learning outcomes, and use of institutional research data
- Provides leadership in the development and execution of the College's strategic plan, with a focus on recruitment, enrollment, retention, student success, program evaluation, allocation of financial resources, curricular change, staff development, and advancing multiculturalism and diversity in support of the College's mission and vision
- Oversees short- and long-range strategic and operational planning efforts within academic and student affairs, including the development and management of budgets aligned with institutional priorities
- Supervises and evaluates the academic and student affairs Assistant Vice Presidents, Deans, and other direct reports, fostering a culture of collaboration, accountability, and continuous improvement
- Oversees assessment, accreditation, and accountability activities across the Academic and Student Affairs Divisions
- Serves as an active member of the President's Cabinet, Leadership Council, and other committees as assigned; represents the President and the College in a variety of institutional, community, and statewide settings
- Ensures institutional compliance with College policies, procedures, and collective bargaining agreements, including affirmative action policies, procedures, and goals, as well as all regulatory and accrediting agencies/associations
- Partners with deans, faculty and staff to advance academic excellence and student success through ongoing program assessment, curriculum development, and innovation in teaching and learning
- Provides oversight of all credit-bearing, workforce development, and community education programs and courses, including the selection and evaluation of faculty, and makes recommendations regarding staffing levels within the academic division of the College. Collaborates with credit-free programming to align with credit-bearing offerings
- Cultivates partnerships with external organizations, educational institutions, and community stakeholders to expand articulation agreements and grant opportunities.
- Engages with students, faculty, and community members to foster open communication, collaboration, and mutual understanding. Listens to feedback, responds with transparency, and works to strengthen the campus climate
- Reviews, updates, and implements academic policies and procedures, including oversight of the academic calendar, catalog, and related institutional documents
- Oversees the purchase of academic and student affairs-related equipment and the updating of academic facilities and technology
- Serves as the primary advocate for the academic mission of the College to both internal and external stakeholders
- Performs special projects and related responsibilities as initiated and requested

The Position



SUPERVISORY RESPONSIBILITIES

Directly supervises the activities and performance of the Assistant Vice Presidents, Deans, and Directors in Academic/ Student Affairs and Community Services Learning, and indirectly supervises their staff. Carries out supervisory responsibilities in accordance with Holyoke's policies and applicable laws. Responsibilities include interviewing, hiring, and training employees; planning, assigning, and directing work; appraising performance; rewarding and disciplining employees; and addressing complaints and resolving problems.

REQUIRED QUALIFICATIONS

- An earned terminal degree from an accredited university.
- Demonstrated effective leadership in areas such as academic planning, program development, advising, student orientation, student mental health and behavioral support, disability services, first-year experience, veterans' services, and student life/government, preferably at a community college.
- Experience collaborating with workforce development programs and an understanding of the intersection of workforce and academic programs and initiatives, such as the non-credit to-credit pipeline
- A distinguished record of teaching, preferably in higher education, scholarship and collegiate service with a thorough knowledge of higher education principles, practices, and future trends. A successful track record of earning promotion and tenure
- Demonstrated experience serving a diverse, adult learner, first-generation student population, preferably at a Hispanic Serving Institution, which includes evidence-based practices for the promotion of student success (including improved retention and graduation rates)
- Experience working with a diverse faculty, staff, and student body and an ability to promote a campus climate

that supports HCC's values and encourages equity and inclusion

- Demonstrated experience in curriculum development, pedagogy, student learning outcomes assessment, distance learning, universal design, honors, integrated learning, use of technology in instruction, and institutional research data

PREFERRED QUALIFICATIONS

- A doctoral degree in an academic discipline is preferred
- Success in supporting college strategic and divisional plans with large budgets; ensure continuous and measurable improvement in student life cycle benchmarks, including enrollment, retention, persistence, completion, and post-completion success; effective resource allocation in alignment with strategic initiatives and operational needs
- Success in building collaborative relationships that promote a culture of student-centeredness and a record of developing programs and services that encourage transfer to four-year institutions
- Prior experience establishing and/or improving a strong collaborative relationship between academic and student affairs, and experience establishing credit-for-prior-learning initiatives
- Experience working within a collective bargaining environment
- A data-informed problem solver with experience collaboratively moving initiatives forward and implementing change within a complex organization
- An understanding of and experience in integrating trauma-informed practices into leadership and the student experience



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Application Procedures

Completed applications are due by December 19, 2025. To ensure full consideration, you will be required to submit: 1) a current resume or CV; 2) a cover letter addressing the position; and 3) the contact information for three professional references. Submit your application securely through our website at <https://rhperry.com/hccprovost>

For further information, please contact:

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Equivalency Statement

Applicants who do not meet the qualifications stated above are encouraged to put in writing precisely how their background and experience have prepared them for the responsibilities of this position.

All candidates must have legal authorization to work in the United States. HCC is not sponsoring an H1B Visa.

Pre-employment background checks, including Criminal History, will be conducted for all positions.

An Equal Opportunity/Affirmative Action Employer, HCC strongly encourages the application of Women, Black, Indigenous, People of Color (BIPOC), and persons of all abilities to apply.

It is the policy of Holyoke Community College not to discriminate based on sex, creed, color, race, sexual orientation, age, national origin, or disability in its educational programs, activities, or employment policies as required by Title IX of the 1972 Education Amendments

and other Federal and State anti-discrimination laws.

RH Perry Policy

RH Perry & Associates is committed to the highest standards of professionalism in all dealings with candidates, sources, and references. We fully respect the need for confidentiality and assure interested parties that their background and interests will not be discussed without their consent.

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