

**New Mexico State University Alamogordo
Vice President for Academic Affairs (On-Site Interview) Agenda**

**Candidate Name: Dr. Mickey Best
March 7, 2017**

8:00 – 8:45 am
VPAA Committee Interview – Classroom Building, Room 201

8:45 to 9:45 am
Tour of Campus

10:00 – 11:00 am
Open Forum – Rohovec Fine Arts Center; Community and Students

11:00 – 12:00 pm
Meeting with Faculty – Rohovec Fine Arts Center

12:00 – 1:30 pm
Lunch with Administrative Council

1:30 – 2:30 pm
Meeting with Business Office and Human Resources

2:30 - 3 :15 pm
Meeting with Staff– Rohovec Fine Arts Center

3:30 – 4:30 pm
Meeting with President, Ken Van Winkle

5:30
Dinner with VPAA Search Committee

Mickey D. Best, Ph.D.

January 2015 – Present, Vice President for Learning, South Arkansas Community College, El Dorado, Arkansas

South Arkansas Community College: a comprehensive, independent community college serves Ashley, Bradley, Chicot, and Union counties and the northern Louisiana Parishes of Claiborne, Union, and Webster with an overall headcount enrollment of 1540; 596 FT and 944 PT students; average annual budget of \$27,096,674

Vice President for Learning: Responsible for 19.75% of college budget of \$27,096,674; instructional sector budget of \$5,367,853; supervise 3 full-time instructional division deans, two service area directors, and 1 full-time administrative assistant

Responsibilities:

- Serve as Chief Academic Officer of the college;
- In coordination with academic leadership and faculty, oversee procedures for annual assessment of student learning outcomes;
- Maintain and provide regular communication between the President's Executive Cabinet and the various divisions and departments of all instructional sector faculty and staff;
- Responsible for providing guidance, leadership, and supervision in support of academic planning for the divisions of Career and Technical Education, Health and Natural Sciences, Liberal Arts, and the service areas of Distance Education and the institutional Library;
- Provide leadership, guidance, and motivation to ensure that divisions and service areas design, develop, evaluate and deliver a comprehensive array of instructional programs and services in fulfillment of the institutional mission;
- Provide leadership for resolutions of student issues and complaints in a timely manner through communication and application of college policies and procedures;
- In consultation with program administration and faculty, seek representation and encourage active participation on academic program advisory committees;
- Assure the quality and effectiveness of all academic programs, offerings, and services through systematic review and evaluation of curricula and instruction using appropriate evaluation systems and assessments, benchmarking, and programmatic and institutional accreditation practices;

- Provide guidance and supervision of faculty and staff ensuring ongoing and relevant professional development and annual performance evaluation;
- In consultation with academic deans and directors, develop and oversee campus instructional budgets, course schedules, and classroom and facilities utilization and coordinate programs and services with other campus personnel;
- Research and recommend to the President regarding organizational structures, educational programs and initiatives, personnel, and resources to ensure a high quality student-centered environment at all levels;
- Represent the instructional sector of the institution in strengthening relationships with service area school districts for the advancement of concurrent education pathways;
- Seek administrative and faculty input in support of integrating up-to-date instructional equipment and technology;
- Coordinate the annual preparation of the college catalogue for publication on the institutional website;
- Plan and oversee all aspects of annual graduation ceremonies;
- Serve as the institutional grievance officer;
- Serve as liaison between the college and the Arkansas Department of Higher Education (ADHE), other Arkansas Chief Academic Officers (CAOs), and the Higher Learning Commission (HLC), and;
- Represent the college at the local, state, regional, and national levels.

Accomplishments:

- In consultation with the President, Vice President for Student Services, and the Chief Institutional Effectiveness and Advancement Officer (CIEAO), reorganized administrative oversight for Corporate and Community Education and assessment of student learning outcomes;
- Completed HLC Peer Review Corps training for Open and Standard Pathways;
- Co-authored Department of Labor (DOL) grant to address placement of apprentices at service area industry sites;
- Co-Founder of institutional leadership academy;
- In consultation with the leadership of Academic and Faculty Affairs Councils, redesigned the existing annual faculty evaluation process to incorporate all aspects of the member's performance as it relates to teaching, institutional and student service, and professional development;
- In consultation with faculty representatives, introduced new instructional standing committee membership and term limit guidelines to address continuity of faculty service and shared governance through implementation of a service rotation system;
- Introduced the position of Assessment Coach to each of the three academic divisions to assist faculty and deans with the annual process of assessing student learning outcomes at the course, program, and division level;
- Served as co-editor for Physical Therapists Assistance (PTA) self-study for accreditation re-affirmation visit resulting in full reaccreditation;

- In consultation with the department of Distance Education, recommended purchase and implementation of full-service **Blackboard** as the learning management system (LMS) for the instructional sector of the institution;
- In consultation with the Chief Institutional Effectiveness and Advancement Officer (CIEAO), reviewed and updated faculty credentialing guidelines to align with adopted practices of the Arkansas Department of Higher Education (ADHE) and the Higher Learning Commission (HLC), and;
- In consultation with faculty and academic management, assisted in redesign of state Associate of Arts in Teaching (AAT) degree and following ADHE approval incorporated the institution's first Associate of Science (AS) degree in the area of education.

January 2012 – December 2014, Executive Dean of Liberal Arts, Cedar Valley College, Lancaster, Texas

Cedar Valley College: a comprehensive community college is one of seven institutions comprising the Dallas County Community College District (DCCCD) and serves Dallas County with an overall headcount enrollment of 6,538; 1,582 FT and 4,955 PT students; average annual budget of \$25,435,000

Executive Dean of Liberal Arts: Responsible for annual average 12.5% of college budget of \$25,435,000; average annual division budget of \$3,179,375; supervise 29 full-time Faculty, 4 full-time and 4 part-time Professional Support Staff

Responsibilities:

- Oversight of day-to-day operations of division;
- Represent the Division of Liberal Arts addressing institutional assessment and strategic planning initiatives in connection with the coordination and management of all divisional activities and offerings, budgetary oversight, and supervision of Faculty and Staff;
- Provide in-service orientation and professional development training to divisional faculty and staff as part of annual, formal performance evaluations;
- Consult with instructional administration and division faculty on the design, recommendation and administration of associate degrees and program certification training offerings inclusive of distance (hybrid, online) and traditional instructional platforms for transfer and technical/occupational workforce offerings;
- Service on the Cedar Valley College Vice President of Instruction's Council and as a member of the institutional College Management Team, IT Advisory, Southern Association of Colleges and Schools (SACS) Accreditation and Reaffirmation Steering and Dallas County Community College District (DCCCD) Study Abroad Committees, and;
- Represent the College at the local, state, regional, and national levels.

Accomplishments:

- Completed Cedar Valley College Leadership Academy;
- In consultation with institutional IT Department, reconfigured and planned for usage of printing services to address sustainability and implemented strategies for limiting hard copy printing resulting in cost savings;
- Received approval for eleven FT Faculty positions recommended to and approved by the Cedar Valley College Faculty Prioritization Committee for consideration by Dallas County Community College District (DCCCD) Board of Trustees;
- Chaired institutional search committees for Director of Veterinary Technology and Executive Director of Human Resources;
- In consultation with full-time Faculty, reviewed current curriculum offerings and addressed institutional adoption state-wide CORE 2014 mandates;
- Established the Developmental and Transitional Education Advisory Committee to serve as a centralized recommending body for curriculum development, student placement, and schedule preparation;
- Presented Dallas County Community College District training workshops in Adjunct Faculty Development, Change Management, Communication Improvement, and Supervision Effectiveness, and;
- Assigned as Cedar Valley College liaison for completion of multi-year Developmental Education Participation Survey (DEPS) for The Higher Education Coordinating Board (THECB) of Texas.

2006-December 2011, Dean of Arts, Humanities, and Career Technology. New Mexico Junior College, Hobbs, New Mexico

New Mexico Junior College: a comprehensive, independent community college serves Lea County and West Texas service areas with an overall headcount enrollment of 3,655; 1,966 FT and 1,689 PT students; average annual budget of \$20,060,403

Dean of Arts, Humanities, and Career Technology: Responsible for annual average 5.1 % of college budget of \$20,060,403; annual average division budget of \$1,023,080; supervised 18 full-time and 13 to 17 adjunct Faculty, 3 full-time and 1 part-time Professional Support Staff.

Responsibilities:

- Oversight of day-to-day operations of division;
- Active participation and leadership role in divisional and institutional assessment and strategic planning initiatives;
- Coordination, management, and supervision of all divisional activities, budgets, full-time and adjunct Faculty and Staff, and off-campus and outreach offerings;
- Participation in the campus-wide recruitment and recommendation for employment of qualified Professional, Faculty, and Classified Staff;

- Work with other instructional and service divisions for delivery of instruction, inclusive of distance (hybrid, online) and traditional instructional platforms for discipline transfer and technical/occupational workforce offerings;
- Administrative oversight for Adult Basic Education (ABE) and institutional Learning Resource and Testing Centers;
- Consult with instructional administration and division faculty on the design, recommendation and administration of associate degrees and program certification training offerings;
- Service on the President and Vice President of Instruction's Administrative and Instructional Cabinets, and as Ex-Officio member of the institutional Curriculum and Academic Standards Committees;
- Provide in-service orientation and Professional Development training as part of annual, formal evaluation of all divisional Faculty and Staff; and,
- Represent the College at the local, state, regional, and national levels.

Accomplishments:

- In consultation with instructional leadership and faculty, directed the redesign and implementation of a comprehensive annual faculty evaluation process;
- Recommended and received budgetary support for space renovation to address relocation of Office of the Dean of Arts, Humanities, and Career Technology to centralized area in support of improved communication with divisional and institutional faculty and staff;
- Recommended and received budgetary support for space renovation to address relocation and expansion of Learning Resource Center and associated services to provide greater accommodation to the campus and service community;
- Directed a redesign of the data reporting system measuring student usage of the institutional Learning Resource Center as an action related to strategic planning;
- In consultation with full-time faculty, implemented a new Spanish language instruction program to include pedagogical shifts, instructional technology and advancement of instructional delivery to include traditional classroom and distance education platforms;
- To address enrollment increases of first-time college students, requested and received budgetary support for additional freshman experience course offerings;
- In consultation with full-time English, Languages, ESL and Transitional Studies Reading and Writing Faculty, redesigned curriculum and implemented additional coursework to address matriculation of students in pre-college instructional tracks, and;
- In consultation with full-time Education and Lea County public school faculty and administrators, designed, recommended, and was approved for offering a new certificate program for Alternative Licensure in Elementary Education under the approval of the New Mexico Department of Public Education (NMPED)

2005-2006 Dean of Mathematics, English, Education, and Transitional Studies* New Mexico Junior College, Hobbs, New Mexico

***One-year assignment during instructional sector reorganization**

Dean of Mathematics, English, Education and Transitional Studies: Responsible for 5.6% of college budget of \$18,273,194; division budget of \$1,023,298; supervised 14 full-time and 10 adjunct Faculty, 3 full-time and 2 part-time Professional Support Staff.

Responsibilities:

- Oversight of day-to-day operations of division;
- Active participation and leadership role in divisional and institutional assessment and strategic planning initiatives;
- Coordination, management, and supervision of all divisional activities, budgets, full-time and adjunct Faculty and Staff, and off-campus and outreach offerings;
- Participation in the campus-wide recruitment and recommendation for employment of qualified Professional, Faculty, and Classified Staff;
- Work with other instructional and service divisions for delivery of instruction, inclusive of distance (hybrid, online) and traditional instructional platforms for discipline transfer and technical/occupational workforce offerings;
- Administrative oversight for Adult Basic Education (ABE) and institutional Learning Resource and Testing Centers;
- Consult with instructional administration and division faculty on the design, recommendation and administration of associate degrees and program certification training offerings;
- Serve on the President and Vice President of Instruction's Administrative and Instructional Cabinets and as Ex-Officio member of the institutional Curriculum and Academic Standards Committees;
- Provide in-service orientation and Professional Development training as part of annual, formal evaluation of all divisional Faculty and Staff; and,
- Represent the College at the local, state, regional, and national levels.

Accomplishments:

- Recommended and received budgetary support for relocation of Adult Basic Education and GED preparation and testing and Transitional Studies: Reading and Writing faculty to centralized area to encourage collaboration with pre-college student counseling and service provisions areas;
- Sought and received donor funding to supplement increased expenses for GED testing;
- Recommendation to and approval from governing board for new staff position of Director of Retention and Learning Communities, and two new faculty positions in Transitional Studies: Reading and Writing;
- Reorganization of English departmental full-time faculty to address instruction for traditional classroom and distance education, college-level coursework;

- Establishment of institutional Testing Center as an outreach testing site for assessment of students enrolled at other colleges/universities;
- Participation in allocation of surveillance camera system installed in the institutional Testing Center as an aid to deter cheating incidents, and;
- In consultation with its coordinators, redesigned governing policies and procedures for the institutional Learning Resource and Testing and Tutoring Centers.

1999-2005 Dean of Arts and Sciences New Mexico Junior College, Hobbs, New Mexico

Dean of Arts and Sciences: Responsible for average of 14.7% of annual institutional budget of \$15,498,317; annual division budget of \$2,278,252; supervised 46 full-time and 30 to 34 adjunct Faculty and 2 full-time Professional Support Staff.

Responsibilities:

- Oversight of day-to-day operations of division;
- Active participation and leadership role in divisional and institutional assessment initiatives;
- Coordination, management, and supervision of all divisional activities, budgets, full-time and adjunct Faculty and Staff, and off-campus and outreach offerings;
- Participation in the campus-wide recruitment and recommendation for employment of qualified Professional, Faculty, and Classified Staff;
- Work with other instructional and service divisions for delivery of instruction, inclusive of distance (hybrid, online) and traditional instructional platforms for discipline transfer and technical/occupational workforce offerings;
- Consult with instructional administration and division faculty on the design, recommendation and administration of associate degrees and program certification training offerings;
- Provide in-service orientation and Professional Development training as part of annual, formal evaluation of all divisional Faculty and Staff; and,
- Represent the College at the local, state, regional, and national levels

Accomplishments:

- In consultation with full-time faculty designed, recommended, and received approval for implementation of associate degree and certificate programs in Early Childhood Education;
- In consultation with full-time faculty and staff, updated curriculum for implementation in the Southeastern New Mexico Law Enforcement Academy;
- Advocated and received multi-year increases in divisional spending for faculty professional development and divisional supplies and expenses;
- In consultation with area school district administrators, developed and implemented Paraprofessional Educational Assistant Certification program;

- Developed and implemented a divisional weekly “e-newsletter,” as a means to provide advisory information and general updates to divisional faculty and staff;
- Chaired ten search committees for replacement of full-time faculty and department chair positions in English, Mathematics, Physical and Social Sciences, Music and Theatre;
- In consultation with the Vice President of Instruction, worked with New Mexico Junior College and Eastern New Mexico University – Roswell instructional leadership on funding of 12 “smart-technology” classrooms through use of shared Title V grant;
- Designed and worked with computer services sector to implement use of classroom observation commentary tool as a part of annual faculty evaluation process;
- Served as member of self-study Steering Committee leading to institutional re-accreditation by the North Central Association of Colleges and Schools (NCA), and;
- Presented workshops in teaching performance and classroom management to full- and adjunct faculty at Santa Fe Community College and for the New Mexico Association of Community Colleges (NMACC) summer faculty retreat

1991-1999 Department Chair for Arts and Letters and Social Sciences New Mexico Junior College, Hobbs, New Mexico

Responsibilities:

- In consultation with full-time and adjunct faculty, designed and recommend annual teaching schedule (Fall, Spring, Summer I, Summer II);
- Recommend adjunct faculty to Dean of Arts and Sciences, and;
- Served as editor of all departmental literature, including course syllabi

Accomplishments:

- Appointed as member of self-study assessment committees for Education Programs and Support Programs for the Community for 1995 institutional accreditation visit by the North Central Association of Colleges and Schools (NCA);
- Served as Vice-President of the New Mexico Junior College Faculty Senate, and;
- Appointment to the United Way of Lea County Education Sub-Committee

1989-1999 Professor of Communications/Theatre, Division of Arts and Sciences New Mexico Junior College, Hobbs, New Mexico

Responsibilities:

- Teach full-time (day and/or evening) courses in Human and Speech Communication and Theatre Arts as enrollment demands;
- Keep up-to-date and accurate student records;
- Advise assigned students;
- Serve on College committees as assigned;
- Provide coverage for full-time and adjunct faculty as schedule permitted, and;
- Recommend curriculum to the Dean of Arts and Sciences;

Accomplishments:

- Designed the renovation of an open auditorium space to house the 400 seat three-quarter thrust stage performance space in the institution's Watson Hall instructional arts building;
- Development, recommendation, and implementation of approved curriculum for emphasis in Theatre and recommended and implemented changes to Interpersonal Communication and Public Speaking courses;
- Appointed as Vice President of New Mexico Junior College's Faculty Senate;
- Appointed as member of self-study assessment committees for Education Programs and Support programs for the Community for 1995 institutional accreditation visit by the North Central Association of Colleges and Schools (NCA);
- Co-appointment to position of Department Chair for Arts, Humanities, and Social Sciences;
- Served as contributor for human communication textbook (Devito, Joseph A., *Interpersonal Communication*, Pearson 1992)

Education

█, Ph.D., Texas Tech University, Lubbock, Texas

█, M.F.A., Texas Tech University, Lubbock, Texas

█, B.A. Ed., Southwestern Oklahoma State University, Weatherford, Oklahoma

Community Activities

2016, Member, First Baptist Church, El Dorado, AR

2015-Present, Donor, United Way of Union County, El Dorado, AR

2015-Present, Member, Kiwanis, El Dorado, AR

2009-2011, Member, Lea County DWI Council, Hobbs, NM

2003-2006, Member, Education Committee United Way of Lea County, Hobbs, NM

1990-2011, Donor and Fund Drive Presenter, United Way of Lea County, Hobbs, NM

Awards and Recognitions

2016, Graduate of Arkansas Community Colleges (ACC) Leadership Academy, Class VIII

2013, Graduate of Cedar Valley College Presidential Leadership Academy, Lancaster, TX

2008, Graduate School Banner Bearer for Texas Tech University Commencement, Lubbock, TX

2002, Outstanding Faculty Administrator Award from Southwest Theatre and Film Association

1998, Service Commendation, New Mexico House of Representatives member Don Whitaker (NM-D., Ret.), Santa Fe, NM

1995, Who's Who in American Colleges and Universities

Selected Professional Activities

Arkansas Department of Higher Education (ADHE) and Higher Learning Commission (HLC) Chief Academic Officer institutional liaison for South Arkansas Community College; New Mexico State Chapter of American Association of Colleges for Teacher Education (AACTE) Deans and Directors of Education Council; New Mexico Higher Education Assessment and Retention (NMHEAR) conference; National Association of Developmental Education (NADE); New Mexico State Teacher Alternative Licensure Collaborative; Golden Key International Honor Society at Texas Tech University; Texas Tech University Alumni Association; National Council of Arts Administrators (NCAA.); New Mexico Association of Community Colleges (NMCC); Southwest Theatre and Film Association (SWTFA)

Committees

2015 – Present	Member, President’s Executive Cabinet of South Arkansas Community College, El Dorado, AR Chair, Vice President for Learning Cabinet of South Arkansas Community College, El Dorado, AR Ex-Officio, Academic Standards Committee of South Arkansas Community College, El Dorado, AR Ex-Officio, Curriculum Committee of South Arkansas Community College, El Dorado, AR Ex-Officio, Nominating Committee of South Arkansas Community College, El Dorado, AR
2014	Member, Dallas County Community College District Study Abroad Committee, Dallas, TX
2012 – 2014	Member, Vice President of Instruction Council of Cedar Valley College, Lancaster, TX
2012 – 2014	Member, Enrollment Management Committee of Cedar Valley College, Lancaster, TX
2012 – 2014	Member, Instructional Council of Cedar Valley College, Lancaster, TX
2012 – 2013	Member, SACS Steering Committee of Cedar Valley College, Lancaster, TX
2011	Chair, Arts and Culture Committee of New Mexico Junior College, Hobbs, NM
1999-2011	Member, Administrative Cabinet of New Mexico Junior College, Hobbs, NM
1999-2011	Member, Instructional Cabinet of New Mexico Junior College, Hobbs, NM
1999-2011	Ex-officio Member, Academic Standards Committee of New Mexico Junior College, Hobbs, NM
1999-2011	Ex-officio Member, Curriculum Committee of New Mexico Junior College, Hobbs, NM

1999-2011	Ex-officio Member, Student Learning Outcomes and Assessment Committee of New Mexico Junior College, Hobbs, NM
2006-2008	Member, Institutional Enrollment and Retention Committee of New Mexico Junior College, Hobbs, NM
1990-1999	Vice-President and Member, New Mexico Junior College Faculty Senate Hobbs, NM

Selected Presentations and Publications

Presentations:

- 2015, *If You Invite 'em They Will Come... to Teach! Developing Adjunct Faculty*, Arkansas Community College (ACC) annual meeting, Hot Springs, AR
- 2015, *How to Build a Better El Dorado, AR...and SouthArk's Role in the Process*, Civitan Club, El Dorado, AR
- 2013 – 2014, *Change Management*, Brookhaven College, Cedar Valley College, DCCCD Office, Eastfield College, Mt. View College, Richland College (Dallas County Community College District institutions)
- 2013, *If You Invite 'em, They Will Come...to Teach!: Developing Adjunct Faculty*, NISOD, Austin, TX
- 2012, *Supervising with Confidence*, Cedar Valley College Classified Staff training, Lancaster, TX
- 2011, *Board Service Training*, United Way of Lea County, Hobbs, NM
- 2010, *Communication Styles*, Chamber-of-Commerce Leadership Academy, Hobbs, NM
- 2010, *How to Manage Emotions and Excel under Pressure*, Southeastern New Mexico Community Action Corporation (SNMCAC), Carlsbad, NM
- 2009, *Communication Styles*, Chamber-of-Commerce Leadership Academy, Hobbs, NM
- 2009, *Time Management 101*, SNMCAC, Carlsbad, NM
- 2006, *A Day in The Life of a Dean*, National Council of Arts Administrators (NCAA), Richmond, VA
- 2003, *Professionalism in the Classroom*, Panelist at The Teaching Professor's Conference, Philadelphia, PA
- 1998, *Teaching as Performance*, New Mexico Association of Community Colleges (NMACC), summer faculty retreat, Ruidoso, NM

Publications:

- Fine Arts Faculty Evaluation Process in Higher Education: Its Value as a Motivator of Teaching Improvement and Lessons for Administrators*, Texas Tech University Press, Lubbock, TX, 2008
- Contributor, *Interpersonal Communication*, Devito, Joseph A., Pearson, 1992
- Use of the Double in a Production of Lewis John Carlino's The Exercise*, Texas Tech University Press, Lubbock, TX, 1990