

SEARCH PROSPECTUS

**Vice President
of Information Technology and Chief Information Officer**

MC
**MONTGOMERY
COLLEGE**



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Vice President of Information Technology and Chief Information Officer

Contents

- The Search2
- Montgomery College3
 - Our Mission, Vision and Values4
 - MC Attributes5
- Position Summary.....6
- Profile of Successful Leader7
- Position Description9
- Qualifications11
- Application Process12
 - College Benefits12
- Montgomery College Fact Sheet13



The Search

Montgomery College (Maryland) invites inquiries, applications, and nominations for the position of Vice President of Information Technology and Chief Information Officer (VP/CIO).

Reporting to the senior vice president for Administrative and Fiscal Services, Mr. Sherwin A. Collette, the VP/CIO provides leadership, vision, and direct oversight of the College's information technology (IT), cyber-security, technology infrastructure, IT support services, and technology related innovations and initiatives. The VP/CIO manages and leads an IT workforce consisting of approximately 160 employees. Six (6) positions report directly to the VP/CIO including four (4) directors each respectively overseeing Enterprise Services, Infrastructure & Network Services, Campus Computing Services, and Information Security Services, as well as the manager of IT Business & Finance and executive associate.



Montgomery College

Chartered in 1946, Montgomery College has served the community with distinction and achieved a position of national prominence. Located in Montgomery County, Maryland—a vibrant, diverse, and economically robust community of more than one million people—adjacent to Washington, D.C., and 30 miles south of Baltimore, the College pursues a student-centered approach, with a heightened intentional focus on equitably enhancing student access, completion, and post-completion success. Montgomery College is governed by a 10-member Board of Trustees appointed by the governor of Maryland. The College is deeply committed to equity and inclusion as a grounding for all its work and serves over 40,000 credit and noncredit students on three campuses in Germantown, Rockville, and Takoma Park/Silver Spring. The collegewide Workforce Development and Continuing Education unit with centers in Gaithersburg and Wheaton, an East County Education Center slated to open in FY24, a central administrative services center, community engagement sites, and other off-campus locations.

Racially and culturally diverse, the College enrolls students from Montgomery County, the greater Baltimore-Washington metropolitan area, and more than 160 countries. MC has more than 470 full-time

instructional and counseling faculty members, 330 part-time instructional faculty members, and 350 Workforce Development and Continuing Education faculty members. In total, more than 800 full- and part-time well-qualified and talented faculty members, and 1,100 staff members and administrators are dedicated to student success.

Montgomery College offers a broad range of academic and training programs and support services with state-of-the-art technology through its 85 degree and 64 certificate programs. Seventeen degrees and nine certificates can be earned completely online. The College is widely recognized for the quality and scope of its programs in the arts and humanities, business, engineering and science, developmental education, health sciences, many career areas, workforce development, and trades. Unique academic offerings include signature honors programs; special institutes that provide extracurricular programs, scholarships, and internships; and learning communities.

Dr. Jermaine F. Williams was appointed president by the Board of Trustees in December 2021, began his service at the College in February 2022. He is the 11th president of Montgomery College.

Affordable



Save 50%

Compared to public four-year schools

Supportive



17:1

Student-to-faculty ratio

Welcoming



#1

Ranked most diverse community college in the continental US

Flexible



500+

Online credit classes available

Montgomery College (continued)

OUR MISSION

Montgomery College is where students discover their passions and unlock their potential to transform lives, enrich the community, and change the world.

OUR VISION

Montgomery College will serve as the community's institution of choice to transform the lives of students and Montgomery County.

OUR VALUES

Equity and Inclusion
Excellence
Integrity
Respect
Innovation
Adaptability
Sustainability

At our core, we believe in welcoming all students and all employees into a community that emphasizes belonging. We believe in giving every individual what they need to succeed (Equity and Inclusion). We believe in conducting our teaching and service duties with distinction (Excellence) in an ethical and trustworthy manner (Integrity). We are dedicated to being a transformational institution seeking social justice and are continuously updating and improving all our learning environments, the curriculum, and student services (Innovation) to meet the changing needs of our community (Adaptability).

We make decisions about our operations in a way that respects and sustains the environment (Sustainability). We conduct ourselves with civility, courtesy, and professionalism in all our interactions (Respect).

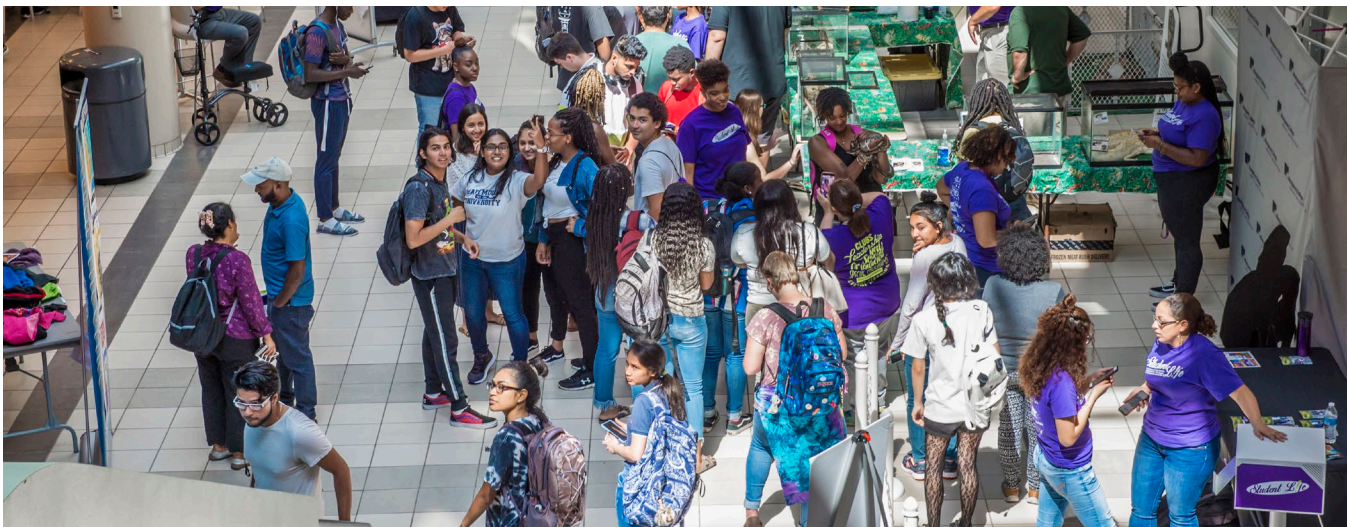
Montgomery College has grown into an institution where radical inclusion—that is, deeply rooted values of welcoming all individuals who seek post-secondary education or continuing education—is an essential element of our identity. By intentionally cultivating our campuses and centers as places and spaces where equitable opportunity flourishes, the College has advanced its own educational mission, contributed to the well-being of Montgomery County and the Washington, D.C., area, and added to the vision of our nation.



Montgomery College (continued)

MC Attributes

- Montgomery College is highly visible in the community and enjoys extraordinary support from the Montgomery County government; local representatives of state government; educational, business, and civic leaders; its two foundations; alumni; and the general community. This support has been essential to Montgomery College's operation as a high-quality, affordable, and accessible higher education institution.
- The College has a superb reputation for the scope and quality of its academic and training programs, and for developing innovative programs to meet changing educational and training needs for our residents and employers. These programs help close skills gaps and advance access to opportunity for residents of the county.
- In 2018, Montgomery College was named the most diverse community college in the continental United States by The Chronicle of Higher Education.
- The College prepares annual capital and operating budgets for consideration by the College's Board of Trustees and the Montgomery County government. The College's FY24 operating budget is \$345 million, which includes funds from the county, the state, and tuition.
- The FY24 Information Technology budget exceeds \$15 million in resources from our county to support our network infrastructure and server operations, student learning systems, staffing to support technology and other general technology needs. The six-year capital improvement program (FY23–FY28) is \$347 million and funds projects on all three campuses including renovations, new construction, and deferred maintenance projects.
- Montgomery College has been ranked the seventh best community college in the U.S. by WalletHub and number one in Maryland by Intelligent.com in 2022. MC was listed as a Top Degree Producer by Diverse Issues in Higher Education in 2022.



Position Summary

The mission for the College and the Office of Information Technology (OIT) is to build, manage, and maintain a robust, reliable, and trusted technological environment that addresses a broad and diverse set of requirements and expectations to provide students, educators, and staff with the relevant and current tools for a world class education to transform their lives.

The successful candidate for this position will have a strong technological background and effective collaboration skills to successfully engage with internal and external stakeholders, including faculty and staff members, academic and central services departments and units, College senior leaders, and other Montgomery County and state organizations. They will have the ability to harness the College's excellent IT resources, communications, and networking environment while also galvanizing the College's ability to adopt new, innovative, and emerging technologies; advance the College's role as a key technology stakeholder in the community; and create a sustainable business model to catalyze the College's strategic plan and beyond.



Profile of Successful Leader

The successful Vice President/Chief Information Officer (VP/CIO) will prioritize building relationships, establishing credibility with stakeholders, and executing an effective information technology governance framework to smartly balance the needs of the College and stakeholder interests. The VP/CIO will model inspirational and values-driven leadership of the technology team, and effectively manage human and fiscal resources to ensure the College maintains resilient cyber and technology functions and assets. Additionally, the ideal candidate must be able to navigate between getting into the details while providing strategic, technical, and operating expertise and guidance. They must bring creativity, vision, and passion for nurturing a highly collaborative and caring technology organization.

The leadership characteristics of an ideal candidate for this position will include:

- **Committed to Student Access and Success:** The VP/CIO will have a deep commitment to student access, successful completion, and post completion success, for all students enrolled in the College.
- **Effective Collaborator and Communicator:** The VP/CIO will be committed to identifying opportunities for timely and effective engagement with faculty, staff, and administrators to develop, maintain, and support innovative technology solutions and services that facilitate student success, effective learning, and operational excellence.
- **Nurtures Equity, Inclusion, and Belonging:** The VP/CIO will demonstrate a strong commitment to diversity, equity, and inclusion and a passion for the College's mission. They will cultivate and ensure a productive and caring culture throughout the department that values and creates space for a diversity of perspectives.
- **Models Accountability for Results:** The VP/CIO will develop and ensure effective implementation, routine assessment of progress, and data-informed improvement to build a culture of inquiry and evidence to support a results-oriented ethic across the department.
- **Plans for Constant Change:** The VP/CIO will work to establish and maintain a healthy sense of urgency and commitment to continuous improvement and demonstrate an ability to plan strategically for change in ways that ensure broad engagement and commitment among faculty, administrators, and staff.
- **Stewards Resources to Fuel Coherent Innovation:** The VP/CIO will proactively assess evolving needs and align resources and expenditures to operationalize strategic priorities to drive improvement in learner outcomes and operational effectiveness by implementing solutions that are well-designed, support institutional changes at scale, and are sustainable over time.
- **Fosters Entrepreneurship and Creative Partnerships:** The VP/CIO will work to identify opportunities for collaboration with external partners to attract resources beyond the College that catalyze and support strategies for transforming the County and improving student access, successful completion, and post completion success.



Position Description

The following responsibilities and duties are contained within the Vice President/Chief Information Officer's position description.

Responsibility 1: **Technology Innovation, Strategy, and Planning**

Serve as the College's lead technologist, providing vision and leadership in defining, executing, and advancing a comprehensive and coherent technology strategy to enhance teaching, learning, student services, administrative processes, and operations.

- Collaborate with leaders and partners to define and execute IT strategy. Provide strategic advice on technological advancements, identifying new and emerging technologies and products based on assessing their relevance and potential value to catalyze successful execution of Montgomery College strategic priorities.
- Understand, gauge, and anticipate the diverse needs of all College constituents; monitoring trends and innovations in the industry to meet those needs; develop and implement strategic long-and-short-term technology plans; and make actionable recommendations to senior leadership.
- Maintain awareness of new and emerging technologies and platforms. Provide direction on what emerging technologies should be introduced to ensure IT capabilities respond to the needs of Montgomery College. Provide strategic direction in the IT organization's innovation efforts to take advantage of opportunities in the fulfillment of the College's digital strategy.
- Lead the development and implementation of the IT strategic roadmap, ensuring the integration with the College's strategic planning process, and the resulting business strategy and plans.
- Provide strategic direction and oversight for the design, development, operation and support of IT systems and programs that fulfill the needs of Montgomery College, including enterprise architecture management, application management, security and risk management, and infrastructure and operations support management.
- Integrate and coordinate the development and implementation of IT programs across the College to achieve maximum institution-wide efficiencies and synergies, and to coordinate the identification and prioritization of required IT initiatives among the College's various operating components.
- Contribute actively to Montgomery College's strategy and capability planning. Ensure integration with Montgomery College's planning and budgeting process.
- Serve as a strategic partner and contribute actively to enterprise strategy and business capability strategic planning.
- Work with the AFS leadership team and other divisions to support the College's business planning and annual operating and Capital budget processes.
- Maintain an active relationship with Senior Vice President for Administrative and Fiscal Services, advising on all policies, practices, and strategic business decisions related to the implementation and integration of information technology resources and services that support administrative and academic initiatives and programs.

Position Description (continued)

Responsibility 2: **Information Technology Operations**

Administer the College's Office of Information Technology, ensuring that technology systems and operations align with the College's academic and administrative needs and deliver secure, reliable, effective, and efficient services across the institution.

- Determine the operating model for information and technology to foster digital-ready culture, mindsets, and practices across Montgomery College.
- Ensure IT capabilities are delivered reliably, sustainably, cost effectively and securely. Ensure the IT contributions are delivered with agility based on evolving objectives, goals, and strategies over time.
- Assess external digital opportunities and threats, and internal technology capabilities required to achieve desired objectives.
- Maintain effective communication and collaboration channels with all constituencies, including students, faculty, staff, administrators, executives, governance councils, and unions.
- Support the engagement and communication with the College's governance councils to gather feedback in the development of the organization's vision and strategic direction, and ensuring the governance structures are used as a basis to inform key decisions.
- Positively influence the service standards provided by both the internal IT team and third parties to provide timely and successful support of technology solutions.



Position Description (continued)

Responsibility 3: **Talent Development and Management**

Cultivate and lead a highly skilled, collaborative, and dynamic IT workforce by fostering a culture of excellence through innovation, accountability, learning, and professional growth.

- Lead a full-time workforce of over 160 staff, managers, and administrators across multiple campuses, educational centers, and central services locations.
- Ensure IT staff will utilize best practices and best-in-class strategies to effectively advance technology in all learning communities in support of the College's missions.
- Nurture a culture of continuous learning and growth for OIT and College employees that ensures digital, cyber and technology change engages users from the outset and is supported by effective change management processes.
- Develop, maintain, and advance an IT workforce with the appropriate mix of business knowledge, technical skills, and competencies. Ensure staff have professional progression opportunities and to allow for effective management of the technology enterprise.
- Build and maintain successful teams through effective management, supervision and development of staff and external subject matter experts. Monitor and appraise their performance, providing them with feedback and guidance with the aim of gaining maximum output and satisfaction for team members through effective performance management and team development.

Responsibility 4: **Fiscal Management and Stewardship**

Effectively manage the College's technology budget, resource allocation, and vendor relationships to ensure optimal deployment of financial resources to drive innovation, efficiency, effectiveness, and continuous improvement.

- Develop and control annual operating and capital expenditure budget for IT to ensure the investment in technologies is consistent with the College's overall strategic objectives and is within plan.
- Monitor and manage budgets and commitments for the cost centers the VP/CIO is accountable for, including regular planning and reviews.
- Manage the development of robust system business cases that balance the business outcomes with value for money technology solutions; ensuring Montgomery College adopts affordable solutions that deliver longer-term aims.
- Provide leadership that ensures supplier diversity, effective practices, expenditure value, and high-quality, service-focused outcomes for the College community.



Qualifications

Education and Experience

- Master's or professional degree from an accredited institution
- Minimum of five (5) years' experience in leading and managing information technology services
- Experience in supervising and leading teams of IT professionals
- Experience in managing budgets, preferably in the public sector
- Demonstrated experience in successfully managing and implementing transformational technology and change management projects within a large, complex organization

Knowledge, Skills, and Abilities

- Exceptional leadership skills with the ability to develop and articulate an inspiring vision for the role of technology in enabling the community college mission that motivates staff and stakeholders
- Combination of expertise in enterprise architecture, data and analytics, and information security
- Creative ability and experience in addressing technological, organizational, and budget challenges
- Able to model the College's values and commitment to equity, diversity, inclusion, and belonging
- Excellent oral and written communication skills, specifically with respect to consensus building, presentation of ideas and plans, and management



- Ability to demonstrate and model the College's values and commitment to equity, diversity, inclusion, and belonging, and work with diverse individuals in a supportive and productive manner
- Excellent interpersonal skills and service orientation, with strong track record of performance and success
- Committed to continuous improvement and resilience with a highly collaborative and collegial working style
- High degree of integrity, honesty, and trustworthiness—a positive approach toward working with diverse learning styles, needs, and perspectives

Application Process

How to Apply

Applications submitted by **October 6, 2023**, will receive full consideration. The position remains open until filled.

Applications should consist of the following:

- A resume/curriculum vitae
- A cover letter (maximum five pages) addressing the candidate's interest in the position qualifications
- References will be required

According to the College's policy and search committee affirmation, all information from and about candidates will be kept in strict confidence.

Applications can be submitted in confidence through the College's human resources information system, Workday, at: www.montgomerycollege.edu/about-mc/careers/index.html

Questions or inquiries may be directed to:

Maria Bedenbaugh, HR Specialist
maria.bedenbaugh@montgomerycollege.edu

Leslie Jones, HR Specialist at:
Leslie.jones@montgomerycollege.edu

College Benefits

Montgomery College benefits package includes generous paid time off (i.e., vacation, sick/health, personal), paid holidays, medical, dental, vision, group legal benefits, professional development, retirement plan, educational assistance, tuition waiver for employee and dependents, wellness programming including onsite gyms, pools, and classes.





MONTGOMERY COLLEGE
MAKE YOUR MOVE®

Access

39,757

students seek degrees, certificates, and training

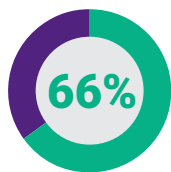
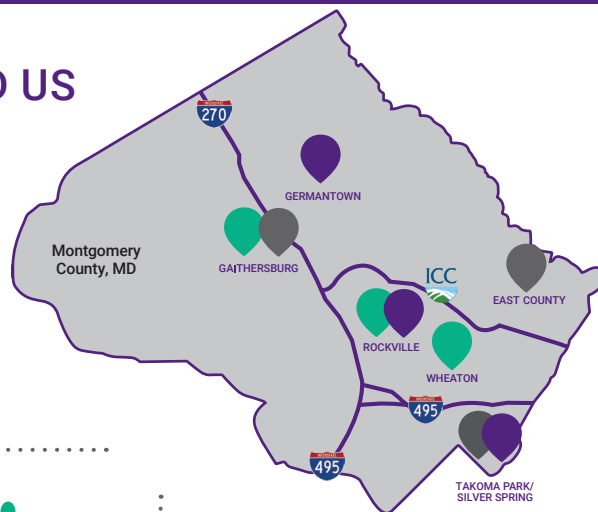
79%

students of color

WHERE YOU NEED US

- 3 campuses
- 3 training sites
- 3 community engagement centers

online



66% students attend part time



24

average age of degree-seeking student



39

average age of training/certificate-seeking student

24%

receive Federal Pell Grants (federal financial aid)

\$27,238

average household income of Federal Pell Grant recipients



start early

high school students can earn a diploma and a college degree at the same time

achieve your goal

MC Alumni



Carl Buch
President
Buch Construction



Sol Graham
Founder
Quality Biological, Inc.



Julie Verratti
Founder
Denizens Brewing Co.

Opportunity

choose your path

144

degree and certificate options prepare HVAC techs, nurses, engineers, teachers, lab bench workers, and scientists

533

transfer institutions including University of Maryland, Towson, Georgia Tech, and MIT



\$5,322

Montgomery College
annual tuition and fees;
approximately half the cost
of University of Maryland

open access

high-quality,
locally provided
postsecondary education
for all residents

\$51M

in scholarships,
including
Federal Pell Grants,
distributed in 2021

9

faculty members named
Maryland professor of the year

in the classroom:

subject matter
and
industry experts

94%

faculty with a master's
degree or higher

Alumni Fuel Montgomery's Economy



Shruti Mistry
Biomedical Engineer
Food and Drug
Administration



Alexander Camacho
Systems Engineer
Leidos



Rowda Muhammad
Biomufacturing Associate
GlaxoSmithKline



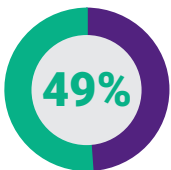
Dimitri Tselenchuk, Ph.D.
Scientist I
Meso Scale Diagnostics, LLC



Sadiksha Thapa
Nurse
Suburban Hospital

“MC creates the homegrown talent who energize our economy. Each new hire—each new skill learned—is a success story because every wage earner contributes to the greater economy.”

—James Muir III
Vice President
Hughes Network Systems, LLC
MC Alumnus



MCPS graduates who stay in state for college attend MC

degree holders
earn \$11,300 more
per year,
on average, than
Maryland high school graduates

79%

alumni stay in Montgomery County and enter the workforce

\$1B

MC adds to the county's economy



MONTGOMERY COLLEGE

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Montgomery College is an academic institution committed to promoting equal opportunity and fostering diversity among its students, faculty, and staff.