

Sauk Valley Community College
June 19, 2018

Action Item 4.1

Topic: **Administrative Appointments – Vice President of Academics and Student Services and Dean of Information Services and Security**

Strategic Vision: **Sauk Valley Community College will be a leader in student achievement while expanding access to higher education across the Sauk Valley region.**

Presented By: **Dr. David Hellmich**

Presentation:

With re-organization of the Sauk Valley Community College structure, Dr. Steven Nunez is to be appointed to the role of Vice President Academics and Student Services and Eric Epps is to be promoted to the role of a Dean.

Steve has served as the Vice President for Institutional Research, Planning, and Information Affairs for the past two years and consistently has performed above expectations. As the Vice President of Academics and Student Services, he will oversee Academics, Student Services, the Small Business Development Center, Business and Community Education, and Student Recruitment.

Eric has served as the Director of Information Services for the past year and consistently has performed above expectations. As the Dean of Information and Security, he will oversee Information Services and Security.

Recommendation:

The administration recommends the Board approve the appointment of Dr. Steve Nunez as the Vice President of Academics and Student Services for a two-year contract and the appointment of Eric Epps as the Dean of Information Services and Security for a one-year contract effective July 1, 2018.

CURRICULUM VITAE

Steve Nunez

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Education

- Ferris State University – Ed.D., Community College Leadership, 2015
- Virginia Tech and other institutions – 60+ additional graduate credits, 1994–2008
- Virginia Tech – M.S., Biology, 1994
- Virginia Tech – B.S., Biology, *Cum Laude*, 1992
- Southwest Virginia Community College – A.S., *Summa Cum Laude*, 1990

Professional Experience

Sauk Valley Community College, Dixon, IL (1996 – present)

- Vice President of Research, Planning and Information Affairs, February 2016 – present
- Dean of Institutional Research and Marketing, July 2013 – January 2016
- Dean of Institutional Research and Planning, June 2012 – June 2013
- Professor of Biology, August 1996 – May 2012

Current Administrative Responsibilities

- Serve on the president's leadership team as the Chief Communication/Information/Research/Planning Officer
- Supervise Business/Customized Training, Community Education, Faculty Center for Innovative Teaching, Information Services/Technology, Marketing, Print Shop, Small Business Development Center, and Student Recruiting
- Prepare and oversee a \$2 million operational budget
- Oversee and coordinate regional accreditation communication with the Higher Learning Commission as the college's Accreditation Liaison Officer
- Oversee and coordinate major institutional reports to the Illinois Community College Board (ICCB)
- Author and submit major institutional reports to the college's Board of Trustees, the Higher Learning Commission, Illinois Community College Board, and federal/state governments
- Chair the college's strategic planning committee (Organizational Planning and Improvement Committee); support the college's strategic plan by providing essential data for the college's Dashboard
- Coordinate the operational planning cycle; generate the Annual Report for the Board of Trustees
- Chair the Institutional Research Board

- Chair the Program Review Committee; coordinate the program review process
- Serve on other college committees including Academic Assessment, Affirmative Action and Sexual Harassment, Emergency Preparedness, Marketing and Recruiting, Pathways to Results, and Web Improvement
- Oversee institutional research, develop research/measurement tools, and analyze data and generate reports
- Create surveys to gather data on students, potential students, employees, employers, and community members
- Coordinate the college's committee system
- Represent the college/present reports at Board of Trustees meetings
- Represent the college/present during community events
- Serve as founding advisor to the Rotaract Club, a college Rotary club

Administrative Highlights

- Led efforts to rewrite the college's mission, shared ethical values, strategic vision, and strategic plan; developed strategic planning dashboard
- Led the design and installation of a Board of Trustees Founder's Tribute display
- Chaired the college's Accreditation Committee; was lead author of the mid-cycle Higher Learning Commission Assurance Argument (no major deficiencies noted by the HLC)
- Represented the college during faculty contract negotiations (2017, 2018)
- Led marketing efforts for the college's 2015 presidential search and served as a member of presidential search committee that hired the current president
- Chaired the college's 50th Anniversary Committee; led marketing efforts for the college's 50th anniversary
- Served as a student mentor
- Helped develop new marketing and recruiting plans integral to the creation of more than 26 new TV/Web recruitment commercials and a variety of new marketing and communication pieces that focus on the "Sauk Success" marketing campaign
- Led efforts to update external and internal wayfaring signage at the college
- Led efforts to grow enrollment in the Community Education and Business Training departments
- Helped develop the concept and was lead author of the Quality Initiative project developed for the Higher Learning Commission

Professor of Biology Highlights

- Taught and created/presented lectures and lab exercises for general biology, health classes, human anatomy and physiology, microbiology, and First Year Experience courses
- Assessed student performance/learning
- Participated in classroom, program, and college-wide academic assessment
- Represented faculty issues by serving on numerous college committees
- Served as advisor of Phi Theta Kappa (Beta Alpha Gamma chapter) (1998 – 2012) which won international, state, and SVCC awards.

Faculty Association President at SVCC (2006 – 2008)

- Chaired meetings with members, created agendas, facilitated discussions; led successful efforts to secure a full-time faculty contract with college's Board of Trustees
- Championed efforts to successfully update and modify association bylaws
- Acted as liaison between Faculty Association and Illinois Education Association local representative
- Met regularly with the college President and Board of Trustees to facilitate discussions on faculty issues

Higher Learning Commission Peer Reviewer/Evaluator (2013 – present)

- Received training in the Pathways form of accreditation
- Conducted multiple HLC accreditation visits including high-stakes probation and focused visits
- Wrote multiple accreditation reports
- Reported on the strengths and challenges of multiple institutions during on-site campus visits

Teaching Fellow for Ferris State University (2016 – present)

- Work with lead faculty on the development of curriculum in class IDSL 810: *Critical Issues in Community Colleges*
- Facilitate discussion with doctoral students during face-to-face and online sessions
- Create and present lectures during face-to-face sessions

Public Service

- Rock River Development Authority member (2017 -- present)
- Strategic Planning Consultant (2017)
 - Dixon Chamber of Commerce/Main Street
 - PRISM – mental health and drug addiction advocacy coalition
 - Sauk Valley College Foundation
- Home of Hope Cancer Wellness Center Board of Directors (2016 – present); active Board member, participate in most fundraising events
- Dixon Rotary Club member (2015 – present); active member, served on Membership Committee, current SVCC Rotaract club advisor and Rotaract Advisory Council
- Rock Falls Chamber Ambassador (2015 – present); volunteer for numerous events to promote Rock Falls and the Rock Falls Chamber of Commerce
- Dixon Government Candidate Forum Moderator (March 2017, 2018)
- Phi Theta Kappa (1998-2012)- annual community service projects; raised over \$20,000
- Big Brothers Big Sisters of the YWCA (1997 – 1998)

Awards

- SVCC Student Organization of the Year, Rotaract (2018)

- Noel-Levitz Retention Award: national award winner (co-author) (2014)
- SVCC Advisor of the Year (2001, 2004, 2005, 2008)
- Continued Excellence Award for Phi Theta Kappa Advisors, International Convention (2008)
- Phi Theta Kappa: SVCC Organization of the Year (2001, 2004, 2008)
- Robert Giles Award for Phi Theta Kappa Advisors, International Convention (2004)
- Paragon Award for New Phi Theta Kappa Advisors, International Convention (2001)

Eric L. Epps

Experience

Sauk Valley Community College, 2008-Present

Director of Information Services

- Oversaw implementations (resulting in significant cost savings) of:
 - campus-wide managed print solution,
 - new phone system, and
 - Ellucian Banner 9 upgrade
- Provided leadership for Information Services area

Coordinator, Web and Integration Services

- Chair college Website Committee
- Administered Cascade Server CMS and trained users campus-wide
- Coordinated with departments to develop custom applications and integrations
- Developed Android/iOS mobile app using Ellucian Mobile Platform Edition
- Presented at 2012, 2014, and 2015 Cascade Server User Conference and 2016 HighEdWeb Michigan regional conference

Kishwaukee College, 2006-2008

Coordinator, Web & Print Publications

- Maintained and administered College's website
- Organized effort to create a branded look for books (schedules, catalog, calendar)
- Participated in the IBHE Web Accessibility Consortium

CBA Administrative Services, 1996-2006

IT Director/Marketing Manager

- Coordinated all aspects of marketing campaigns and web sites for multiple entities
- Maintained relationships with print, mailing list, display, and other vendors
- Administered corporate network, including servers and desktop computers

Education

- B.S. in Business, Management/Marketing concentrations, Pensacola Christian College
- 2017 Graduate, Sauk Valley Community Leadership Program
- December 2018, Master of Education, Digital Learning and Leading, Lamar University

Community Involvement

Harvest Time Bible Church

- Board member, Finance team lead
- Manage IT network, servers, desktop

Twin City Farmer's Market

- Board Member

Libertarian Party of Illinois

- Inaugural chair of LP of Whiteside County
- Deputy IT Director, LP of Illinois

Blackhawk Hills Regional Council

- Board member