# Standard 5.4

Qualified Administrative/Academic Officers

The institution employs and regularly evaluates administrative and academic officers with appropriate experience and qualifications to lead the institution.

## Judgment

Compliant  Non-Compliant  Not Applicable

## Narrative

This is my narrative.

|  |  |  |  |
| --- | --- | --- | --- |
| Name/Title | Responsibilities | Academic Preparation | Professional Experience |
| Dr. Person One  President | Provides leadership and overall management of HCC and its associated entities under the policies, rules, and regulations of the Board of Trustees, the State Board of Community Colleges, the State of North Carolina, and the Federal Government. | Ed.D. (2023), NC State  M.S. (2012), UNC  B.S. (2010), UNCW | President, January 2023 – Present; VP Student Affairs, UNC 2012 – 2022. |
| Person Two  Executive Vice President of Student Affairs | Provides leadership in a collaborative, supportive environment for all instructional programs/services, faculty, staff, and students. Serves as a member of the Executive Team and, in that capacity, provides support to assigned committees of the Board of Trustees. | Ph.D. (2020), NC State  M.S. (2016), UNC  B.S. (2004),  Duke | Executive Vice President of Student Affairs, August 2020 – Present; Dean of General Education July 2016 ­ July 2020. |
| Person. Three  Vice President of Business Services CFO | Responsible for the leadership and management of all functions associated with the Business Office, Serves as a member of the Executive Team and ex officio member of the Foundation Board of Directors. | B.S.B.A. (2006), NC State | Vice President of Business Services, July 2006 – Present. |
| Dr. Person Four  Director of Institutional Research | Responsible for the data. | Ed.D. (2010), NC State  M.A. Ed. (2003), UNC  B.S. (2002), UNC | Director of Institutional Research, September 2003 – Present. |

### Distance Learning and Off-Campus Instructional Sites

The Director of Instructional Design & Online Learning serves as the distance and correspondence education coordinator for the College. See roster above for qualifications.

## Conclusion

The College employs and regularly evaluates administrative and academic officers with appropriate experience and qualifications to lead the institution. Therefore, the College is in compliance with this standard.

## Sources

All sources will be automatically listed here. Do not modify this section.