

**TENNESSEE BOARD OF REGENTS**  
**Special Called Meeting of the Board**  
**Monday, October 31, 2022 at 10:00 a.m. (CDT)**  
**Agenda**

1. Review and Consider Criteria for the President of TCAT Memphis (Tydings)

*•This meeting will include members of the Tennessee Board of Regents who are participating by electronic means of communication and will be live-streamed and archived on the TBR website at <https://www.tbr.edu/board/october-31-2022-special-called-board-meeting>.*

*•Persons who want to request to address the Board may follow the process authorized by [TBR Policy 1.02.12.00 – Requests to Address the Board](#).*

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BOARD TRANSMITTAL

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MEETING: Special Called Meeting of the Board

SUBJECT: Review and Consider Criteria for the President of TCAT  
Memphis

DATE: October 31, 2022

PRESENTER: Chancellor Flora W. Tydings

PRESENTATION  
REQUIREMENTS: 5 minutes

ACTION REQUIRED: Roll Call Vote

STAFF  
RECOMMENDATION: Recommend Approval

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Due to the retirement of Roland Rayner as president of TCAT Memphis effective February 28, 2023, search criteria is attached for your approval to recruit for a new president. Upon approval, the position will be posted, and the recruitment process will begin to find the next president of TCAT Memphis.

# **President**

## **Tennessee College of Applied Technology – Memphis**

The Tennessee Board of Regents invites applications and nominations for the position of President of the Tennessee College of Applied Technology (TCAT) –Memphis. The Tennessee College of Applied Technology – Memphis is one of the 26 Tennessee’s post-secondary technical colleges and institutions of the College System of Tennessee, governed by the Tennessee Board of Regents. The President is the chief executive officer of the College and reports to the Tennessee Board of Regents through the Chancellor.

The President exercises broad delegated authority with responsibility for all aspects of campus administration. The successful candidate will be a dynamic, innovative, and energetic leader with the experience, vision, skills and integrity required to guide this quality college to higher levels of achievement.

TCAT - Memphis served over 1022 students in the 2020-21 academic year, including all campuses. TCAT - Memphis has 25 distinct program offerings: Administrative Office Technology; Assistant Animal Laboratory Technology; Automotive Technology; Aviation Maintenance Technology; Avionics Maintenance Technology; Barbering; Building Construction Technology; Collision Repair Technology; Computer Aided Design Technology; Cosmetology; Dental Assisting; Dental Laboratory Technology; Diesel Powered Equipment Technology; Digital Graphic Design; Electronics Technology; Heating, Ventilation, Air Conditioning/ Refrigeration; Heavy Equipment Technology; Industrial Maintenance Repair; Information Technology and Infrastructure Management; Machine Tool Technology; Mechatronics; Pharmacy Technology; Practical Nursing; Truck Driving; and Welding Technology.

Memphis employs 67 full-time employees and has an annual operating budget of approximately \$10.1 million. TCAT - Memphis is accredited by the Council on Occupational Education. Additional information about the college can be found at <https://tcatMemphis.edu/>.

Required criteria for selection include the following:

- A master’s degree from an accredited institution.

Preferred criteria for selection include, but are not limited to, the following:

- A distinguished record of teaching experience in public higher education or technical education program planning experience.
- A minimum of five years of successful leadership and management experience at the executive level with significant decision-making responsibility for supervision/management, budgets, personnel, and/or programs in a post-secondary and/or technical educational environment.
- A distinguished record of extensive senior level administrative experience in a complex business, industry, or government enterprise.
- Experience in the planning, facilitating, opening and operating new higher education sites.

Expected criteria for selection to include:

- A demonstrated commitment to serving students, faculty and staff of a post-secondary technical college;
- A demonstration of experience with engaging various constituencies and building partnerships;
- Capable of establishing strong community college and K-12 partnerships and relationships;
- A commitment to attracting traditional and non-traditional students into workforce programs (certificates /diplomas) and promoting approaches to enhance their opportunity for success;
- An understanding of and commitment to enhancing student success through focused efforts on retention, persistence and completion;

- A demonstrated commitment to diversity and inclusion as core values that enhance the educational process;
- A demonstrated commitment to affirmative action and equal opportunity;
- A demonstrated strength in human relations and communication, planning, financial management, budgeting and organizational skills to lead and inspire internal and external constituencies of the college;
- A demonstrated background and understanding of and commitment to private fundraising;
- Demonstrated ability to lead an institution that is comprised of multiple campuses that meet specific needs in the communities served;
- A demonstrated understanding of institutional accreditation processes;
- An understanding of regional workforce education and training needs and how to strategically position TCAT-Memphis in a highly competitive post-secondary education marketplace; and
- An understanding of and commitment to the role of TCAT-Memphis as part of a higher education system.

The Tennessee Board of Regents is committed to building and sustaining an inclusive and diverse educational environment and encourages applications from interested candidates who can contribute to promote, and enhance this effort.

The College System of Tennessee is an Equal Opportunity/Affirmative Action employer. Under state law, applicants may request that their application and related materials be confidential and not open for public inspection until such time the candidate is selected as a finalist for the position. The Tennessee Open Meetings Act requires meetings of the Board of Regents to be open to the public.

Please submit application materials by November 28, 2022 and limit application materials to 20 pages. It is anticipated that the President will be selected prior to February 1, 2023.

Resume/vita and cover letter should be submitted through the TBR Applicant Tracking System at <https://www.tbr.edu/hr/executivesearches>. The cover letter should include at a minimum the following:

- Largest budget you have managed;
- Largest number of full-time and part-time direct report employees;
- Largest donation that you personally cultivated, solicited, and made “the ask”; and
- Description of three major accomplishments of which you are most proud.