

## Summary of Administrator Qualifications

### EDUCATION

A review of Hillsborough Community College's Administrator qualifications has resulted in a determination that all Administrators have the appropriate educational degrees required for their positions except in two instances where either professional certificates or experience has been substituted for the degree.

- Vonda Melchior, Director of Purchasing, has a Bachelor's degree supplemented by professional certification as a Certified Purchasing Manager (CPM) and a Certified Professional Public Buyer (CPPB).
- Charlotte Johns, Director of Financial Aid, has a Bachelor's degree and came to HCC with 13 years of directly related, prior, experience from sister institutions.

In addition to the two instances mentioned above, John Huerta, Executive Director of Marketing & Public Relations, has achieved the status of All But Dissertation (ABD) towards a Doctorate degree; this status more than meets the requirements for a Master's.

Forty-seven percent (47%) of HCC's Administrators possess higher degrees than what is required for their positions.

### EXPERIENCE

Consistent with the educational portion of this review, it was found that all Administrators met the required experience levels for their positions. Further, it was determined that prior experience actually exceeding that which is required is fairly significant. The following information reflects those findings:

<b>Prior Experience Exceeding Required Level</b>	<b># Administrators</b>	<b>Percentage</b>
<b>Up to 10 years</b>	<b>10</b>	<b>22%</b>
<b>10 – 15 years</b>	<b>7</b>	<b>15%</b>
<b>16 – 20 years</b>	<b>11</b>	<b>24%</b>
<b>20 + years</b>	<b>18</b>	<b>30%</b>