

# SEARCH PROSPECTUS:

Vice President for Institutional Field Relations



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## THE SEARCH

The Middle States Commission on Higher Education (MSCHE) invites inquiries, nominations, and applications for the position of Vice President for Institutional Field Relations. The next Vice President will be a leader who is dedicated to advancing the

quality of higher education. The Vice President reports to the Senior Vice President for Accreditation Relations. For the MSCHE institution directory, [click here](#).

## ABOUT THE MIDDLE STATES COMMISSION ON HIGHER EDUCATION

The Mid-Atlantic Region Commission on Higher Education, doing business as the Middle States Commission on Higher Education (MSCHE), was formally incorporated under Pennsylvania Commonwealth law on March 1, 2013. From its origins in 1919 through February 2013, the Commission was a unit of the Middle States Association of Colleges and Schools and is now an independent corporation. To learn more about MSCHE's history, [click here](#).

MSCHE, located in Philadelphia, PA, is a voluntary, non-governmental, membership association that defines, maintains, and promotes educational excellence across institutions with diverse missions, student populations, and resources. It examines each institution as a whole, rather than specific programs within institutions. The Commission on Higher Education is recognized as an institutional accreditor by the U.S. Secretary of Education and the Council on Higher Education Accreditation (CHEA). To access the MSCHE by-laws, [click here](#).

This is an exciting time to join the Commission. On the heels of celebrating its 100th anniversary in 2019, MSCHE endorsed a plan in June 2020 to expand membership domestically and internationally through a phased-in approach. New federal regulations by the United States Department of Education that went into effect on July 1, 2020, allow institutional accreditors to consider membership expansion. The decision to expand membership resulted from the exploration of the changing landscape of higher education, the important role the Commission serves in supporting that change, and the Commission's unwavering commitment to its mission and values no matter where it does business.

### MISSION

The Middle States Commission on Higher Education assures students and the public of the educational quality of higher education. The Commission's accreditation process ensures institutional accountability, self-appraisal, improvement, and innovation through peer review and the rigorous application of standards within the context of institutional mission.

### PRINCIPLES

The Commission operates with four fundamental principles. These are not just strategic activities; they are fundamental to the continued operation of the organization.

- The Commission maintains its historic commitment to quality assurance in institutions of higher education.
- The Commission maintains U.S. Department of Education recognition and continues to meet federal regulatory requirements.
- The Commission provides service and support to member institutions as they implement accreditation standards and engage in continuous improvement initiatives.
- The Commission maintains a sustainable business model.

# LEADERSHIP

## PRESIDENT

An experienced high-level executive with a demonstrated and diverse history of working in complex educational environments, Heather F. Perfetti, J.D., Ed.D., became President of the Middle States Commission on Higher Education on July 1, 2020. Over the course of her career, she has made an impact in numerous areas of higher education, including academic and student affairs, faculty affairs, legal and regulatory affairs, strategic planning, policy development, and innovative, organizational change management. She joined the Commission as a Vice President liaison to institutions in January 2015, served as Vice President for Legal Affairs and Chief of Staff in July 2017, and was then elevated to Senior Vice President in July 2018. On June 26, 2019, Dr. Perfetti was named President-Elect to begin her transition to President.

Prior to joining the Commission staff, Dr. Perfetti served as a peer evaluator through on-site evaluation visits, the Committee on Substantive Change, and the Committee on Periodic Review Reports. Her previous positions have included Vice President for Academic Affairs at SUNY Orange (NY) and Allegany College of Maryland; Assistant Dean, Assistant Professor, and Program Coordinator at Darton College (GA); and Assistant Professor at Murray State University (KY). She has held adjunct faculty positions at Georgia Southern University, Barstow Community College (CA), and Darton College.

Dr. Perfetti earned her Doctor of Education degree with specialization in Higher Education Leadership from Northcentral University (CA), the Juris Doctor degree from the University of Mississippi School of Law, the Master of Science degree in Criminal Justice from Troy University (AL), and a Bachelor of Arts degree in English from Frostburg State University (MD). In addition to her academic credentials, Dr. Perfetti has participated in the American Council on Education's Institute for Chief Academic Officers and Vanderbilt University's Peabody Professional Institute on Higher Education Management.

## SENIOR VICE PRESIDENT FOR ACCREDITATION RELATIONS

Dr. Christy L. Faison joined the staff of the Middle States Commission on Higher Education as a Vice President in January 2012. She was elevated to Managing Vice President in July 2018 and most recently promoted to Senior Vice President for Accreditation Relations in January 2019. She provides oversight for the Vice Presidents, Accreditation Services, and Institutional Support Services. As Senior Vice President, Dr. Faison serves as a member of the MSCHE President's Cabinet.

Dr. Faison was previously employed by Rowan University (NJ) in a variety of roles, including Professor of Education, Assistant Dean of Education, Associate Dean of Education, Associate Provost, Interim Provost, and Special Assistant to the President. Dr. Faison is a former member of the Board of Examiners for the National Council for the Accreditation of Teacher Education, and a former member of the Boards of Directors for the American Association of Colleges for Teacher Education and the South Jersey Technology Park.

She holds a B.S. degree in Elementary/Special Education from Hampton University (VA), an M.A. in Educational Media from The Ohio State University, and an Ed.D. in Instructional Technology from Temple University (PA).

For MSCHE organizational charts, [click here](#).

# VICE PRESIDENT FOR INSTITUTIONAL FIELD RELATIONS

The Vice President reports to the Senior Vice President for Accreditation Relations, serves as staff liaison to MSCHE member institutions, and supports the peer evaluation processes and accreditation activities of the Commission. Interfacing with key constituencies at member institutions, the Vice President develops working relationships focused on accreditation. The Vice President supports the Commission and its committees by guiding peer evaluators in accreditation decision-making processes. This position also provides guidance and support in the development of policies, procedures, and training. The position requires significant travel. MSCHE does not provide work visa sponsorship.

## MAJOR RESPONSIBILITIES

- Serve as staff liaison to a portfolio of institutions representative of the membership and support institutions through accreditation activities.
- Establish and maintain knowledge of and effective working relationships with institutions through a variety of contacts including communicating about accreditation-related matters and strategies for institutional improvement related to the Commission's standards for accreditation, requirements of affiliation, policies, procedures, guidelines and accreditation-relevant federal regulations.
- Interpret MSCHE policies regarding specific situations at member institutions, monitor institutional developments and emerging issues, and develop appropriate MSCHE responses.
- Guide institutions through all accreditation activities by conducting institutional visits, providing training, resources, and advice, reviewing and analyzing institutional reports and materials, and providing other support as appropriate.
- Work with regulatory bodies, including the United States Department of Education, and State and System agencies to support the work of accreditation.
- Support the Commission and its committees in their decision-making responsibilities.
- Consult with MSCHE committee members, Commissioners, and MSCHE staff to prepare oral and written reports and propose appropriate accreditation action language.
- Support peer evaluators and other volunteers through accreditation processes.

- Guide the creation of on-site evaluation teams and the selection of team chairs.
- Actively contribute to the development and implementation of the MSCHE strategic plan, policies, and processes.
- Contribute to the development and delivery of training for MSCHE institutions, volunteers, and Commissioners.
- Regularly participate in MSCHE events.

## QUALIFICATIONS AND DESIRED ATTRIBUTES

- Terminal degree from college/university accredited by a recognized-USDE accreditor required.
- Broad professional experiences in higher education or related sectors in positions of significant responsibility.
- Credentials and capacity to represent MSCHE with credibility.
- Broad familiarity with higher education in the United States and in international markets.
- Capacity for holistic, complex judgments, analysis, problem solving, and translation of policy into practice.
- Ability to work independently, consultatively, and collaboratively, and to adapt in a complex, changing environment.
- Ability to manage a significant portfolio of institutions and details of multiple simultaneous activities within a team framework that fulfills MSCHE expectations of institutional support.
- Demonstrated strong written and verbal communication skills, organizational skills, technological ability, and the ability to work both independently and in a collaborative team environment, with evidence of a strong customer service mindset.
- Experience in roles in administration, the field of accreditation or similar regulatory area, or other professional experiences that relate to the position.
- Bilingual (Spanish/English) is desirable.

## COMPENSATION

MSCHE provides competitive compensation and benefits package (including medical, dental, vision, 403B). The salary for this position is \$150,000.

## HOW TO APPLY

The position is open until filled, but applications received by **Thursday, March 4**, will be given full consideration. Applications should include: 1) a detailed letter of interest; 2) a current curriculum vitae (CV); and 3) a list of five professional references with contact information. References will not be contacted without explicit permission from the candidate. Inquiries, nominations, and applications may be sent in confidence to: [MSCHEVicePresident@academicsearch.org](mailto:MSCHEVicePresident@academicsearch.org)

MSCHE is being assisted by Academic Search. Confidential discussions may be arranged by contacting Ann Die Hasselmo ([Ann.Hasselmo@academicsearch.org](mailto:Ann.Hasselmo@academicsearch.org)) or Chris Butler ([Chris.Butler@academicsearch.org](mailto:Chris.Butler@academicsearch.org)).

*MSCHE is an Equal Employment Opportunity employer and complies with all applicable federal, state, and local fair employment practices laws. MSCHE strictly prohibits and does not tolerate unlawful discrimination against employees, applicants, or any other covered persons on the basis of protected class membership. For information please visit, <https://www.msche.org/about-us/equal-employment-opportunity>.*

# ABOUT ACADEMIC SEARCH

Academic Search is assisting Middle States Commission on Higher Education in this work. For more than four decades, Academic Search has offered executive search services to higher education institutions, associations, and related organizations. Academic Search was founded by higher education leaders on the principle that we provide the most value to partner institutions by combining best practices with our deep knowledge and experience. Our mission today is to enhance institutional capacity by providing outstanding executive recruitment services, executive coaching, and transition support, in partnership with our parent organization, the American Academic Leadership Institute. For more information, visit [www.academicsearch.org](http://www.academicsearch.org).



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