Leadership Development Institute
MESSAGE FROM THE PRESIDENT

I never coveted a college presidency, but attaining one always seemed to be a logical step in my career path. It was an outgrowth of the choices I made, the mentors who guided me and the opportunities that came before me. The CCAC Leadership Development Institute was formed out of my conviction that many at CCAC could also succeed in community college leadership if they had the occasion to build a broader foundation of knowledge and skills in leadership.

As the average age of faculty and administration continues to rise at community colleges nationwide—I count myself among this group—it heralds a coming wave of retirements and a dramatic change in the leadership at these vital institutions. I strongly believe that as a result of this leadership development experience, you will be positioned to take advantage of the opportunities that come your way.

I am grateful for the investment Charlene Newkirk, Bonita Richardson and others have made in this initiative. I am proud of your accomplishments. And I am encouraged about the future of CCAC and our other community colleges, knowing that individuals such as you are poised to carry our mission forward.

Congratulations.

Alex Johnson
President, CCAC
Leadership Can Be Learned

The CCAC Leadership Development Institute (LDI) was developed to support the fundamental understanding that many members of the college community have the ability to lead. The LDI enables participants to develop key leadership and management skills with the goal of exploring their potential to excel in various college leadership roles: department head, committee chair, union steward, dean, vice president, campus president or even college president.

The Leadership Development Institute Class of 2012 includes (front row, left to right): Brian N. Hannon, Debora Misencik, Amanda Lawson; (middle row) Judy M. Collins, Dwight Bishop, EdD, Michael Swartzendruber, William “Joe” Hixson; (back row) Bonita L. Richardson, coordinator, Charlene R. Newkirk, JD, director, Justin A. Tatar and Carol A. Yoannone, DEd.
When first approached about developing and implementing CCAC’s Leadership Development Institute (LDI), I believed that it was a program that, if successful, would have the potential to change the lives of all those involved. Now, as CCAC’s second LDI class prepares to graduate, it is gratifying to note that the program has once again exceeded expectations—that the exchange of ideas forged through one-on-one and group mentoring has paved the way for new talent to develop within our institution, a result that can only benefit the college and the wider community in the years to come.

A program this successful cannot happen without the hard work of many people, including my esteemed colleague Bonita L. Richardson. Her expert coordination helped ensure that the LDI program participants were exposed to some of the region’s greatest leaders and innovators. I also want to thank those individuals who so graciously gave of their time and talent to serve as presenters and mentors to the LDI program. Lastly, I thank the LDI class of 2012, who enthusiastically embraced the challenges and opportunities presented to them throughout the year—may the lessons learned and relationships fostered stay with you for the rest of your lives.

Charlene R. Newkirk, JD
Director, LDI Program & President, CCAC–South Campus, CCAC–Bethel Park Center & CCAC–Washington County Center

When we cast our bread upon the waters, we can presume that someone downstream whose face we will never know will benefit from our action, as we who are downstream from another will profit from that grantor’s gift.

—Maya Angelou

It has been my pleasure to serve as coordinator for the Leadership Development Institute. The 2012 cohort has been an exceptional group to work with and learn from this past year. Someone once said, “Leaders don’t wait, they shape their own frontiers.” As you continue forward down the leadership path, I hope you remain inspired and remember: the larger the challenge, the greater the opportunity.

Bonita L. Richardson
Coordinator, LDI Program & Assistant to the President, Board Relations & Policy & Events
Dwight Bishop is the director of Distance Learning where he oversees the CCAC Online Learning Center. He serves on the Assessment and Research, Professional Development and Faculty Resource Program committees. Prior to joining CCAC, Bishop was manager of the Multimedia Learning Technologies department and the New Media Center at The University of Akron. He has written and managed multiple grants and was a principal investigator for the US Department of Education’s $1.5 million Exercise in Hard Choices grant. He has authored multiple articles, co-authored five editions of Computers in Education and presented at local and national conferences on computer use in education.

Bishop was a Society for Teaching and Learning Scholar while at The University of Akron and since joining CCAC, has been part of teams that have received the President’s Innovation Award and the League of Innovation’s Innovation of the Year award. He received a Bachelor of Science in Economics from North Carolina State University, a Bachelor of Arts in Psychology from the University of North Carolina at Chapel Hill, a Master of Science in Industrial/Organizational Psychology from Purdue University, a Master of Arts in Computer-based Education from The University of Akron, and a doctorate in Education from The University of Akron.

In his free time, Bishop is a Boy Scout assistant scoutmaster, Philmont trek adult leader and a webmaster.
Judy Collins is the senior administrative secretary in the Business office of CCAC–South Campus. She joined the college in 2002 in this position. She assists with fiscal and business operations as well as the administering of institutional personnel policies and practices for campus employees. Collins has served on the social and Kronos committees and co-chaired the CCAC Family Campaign for South Campus. She is a long-time member of the Healthy Living and Safety committees and is a new member of the Crisis Management Team. Prior to joining CCAC, Collins worked in the insurance industry for 13 years as a personal lines assistant and commercial lines assistant. She held licenses in accident and health along with property and casualty.

Collins’ volunteer efforts have included work with St. Clair Hospital, Whitehall Lions, West Jefferson Hills PTA, Girl Scouts of Western Pennsylvania, Womansplace and Cures4Kids. She holds a Bachelor of Science in Human Resource Management from Geneva College and is pursuing a Master of Science in Organizational Leadership, also from Geneva College.
Brian N. Hannon
Account Executive, Business & Industry

Brian N. Hannon (’84), account executive for Business and Industry training within the Center for Professional Development, joined the college in 1988. He first served students at CCAC–Braddock Hills Center as a mathematics instructor before moving to his current role. Hannon’s primary responsibilities include customized business-to-business contract training services and specialized continuing education offerings.

His accomplishments include work with the Pittsburgh Life Sciences Greenhouse to launch, manage and complete a $2.4 million High Growth Job Training grant to train the region’s medical device and bio-technology workers. The team he assembled successfully served more than 2,000 unique participants and provided more than 18,000 hours of training to well-established regional companies. In addition, his clients have ranged from small regional manufacturers to global product line companies.

Brian holds an Associate of Science in Basic Engineering from CCAC, a Bachelor of Science in Mathematics and Secondary Education from Youngstown State University and a Master of Education in Higher Education Administration from the University of Pittsburgh.
William “Joe” Hixson is the director of Campus Safety and Security for CCAC–South Campus. He is a sworn police officer for CCAC through the Pennsylvania Department of Higher Education and is responsible for safety and security as well as enforcing and upholding the Pennsylvania State Laws for the South Campus community. Prior to joining CCAC in 2005, Hixson served in multiple law enforcement positions. He retired as a sergeant with the Connellsville City Police after 23 years of service, which included seven years as an investigator for the Pennsylvania State Police Auto Theft Task Force. He also previously worked as a federal agent with the CSX Railroad Police.

At South Campus, Hixson serves as co-chair of the Campus Safety Committee and Crisis Management Team, is a member of the Behavioral Intervention Team, Education Team, ADA Committee and serves as an advisor for the Student Judicial Hearing Board. He is a member of the CCAC EPA Audit Team and Academic Standards and Student Affairs subcommittee of CCAC College Council. He is also a member of the College and University Police and Security Association of Western Pennsylvania and the Pittsburgh Council of Higher Education Emergency Preparedness Team.

Hixson is a US Army Veteran of the Military Police Corps. He holds an Associate in Applied Science in Law Enforcement and Police Science from Westmoreland County Community College and a Bachelor of Science in Human Resource Management from Geneva College. He is also a graduate of the Municipal Police Officers Training Academy at Indiana University of Pennsylvania.
Amanda Lawson
Web Content Manager

Amanda Lawson is the web content manager in the Office of Institutional Advancement & External Relations and currently serves on the Multimedia and Web Design Advisory Board and chairs the Social Media Advisory Task Force. She joined the college in 2009 as web producer. Amanda has served CCAC on the CCAC Family Campaign Office of College Services committee and the Web Audit Committee.

Prior to joining CCAC, she produced websites for bariatric surgeons as marketing coordinator at MDnetSolutions. Lawson’s instructional background includes teaching English and Literature at Serra Catholic High School in McKeesport and teaching Early American History and Literacy at Capshaw Middle School in Santa Fe, NM.

Lawson earned a Master of Arts in Liberal Arts from St. John’s College in 2000 after completing a Bachelor of Arts in Philosophy and English Writing with a concentration in Fiction from the University of Pittsburgh. Lawson served as outreach coordinator for the Pennsylvania Service Learning Alliance and was an AmeriCorps VISTA volunteer. She holds a secondary teacher’s license in the state of New Mexico. In addition to regularly volunteering for the Girls Scouts of America, she is an instructor at Rothrock’s Kung Fu and Tai Chi Academy in Wexford. Lawson holds a level four brown belt in Ying Jow Pai (Northern Eagle Claw) kung fu and is working toward earning a first-degree black belt.
Debora Misencik is a Biology professor at CCAC–South Campus. She has worked for the college since 1999, first as an adjunct professor then as an educational technician. Prior to joining CCAC, she was employed as a radiologic technologist. As a faculty member, Misencik has been active within the college serving as an academic advisor and faculty fellow mentor as well as serving on the Strategic Planning Committee and multiple hiring committees. She has also been instrumental in developing laboratory manuals for introductory and general biology courses. In addition, she worked to align the CCAC Biology curriculum with the Pennsylvania Transfer and Articulation Center’s Transfer and Articulation Oversight Committee (TAOC) and prepare the five-year program review for Biology. Misencik was awarded the Go the Extra Mile Award in 2003.

Misencik is a certified radiologic technologist and holds a Bachelor of Science in Biology from LaRoche College, Master of Science in Biology and a Master of Science in Education from Duquesne University and is a doctoral candidate in Instructional Leadership.
Michael Swartzendruber is the human resources administrator at CCAC, where his primary responsibility is to coordinate the college’s employment process. He joined CCAC in 2004 and served briefly as human resources assistant before being promoted to his current role. During his career with CCAC, he has served on the Web Audit Committee and currently serves on the Social Media Advisory Task Force.

Swartzendruber’s accomplishments at CCAC include managing the conversion of Form I-9 document storage to an online system that significantly reduced the college’s cost liability. He served as lead project manager on the development and testing of a major upgrade and overhaul of the college’s online applicant tracking system. His efforts have also included moving the majority of CCAC’s job postings to online communication methods while developing an increased website presence and internal communications to advertise open positions. These online efforts have resulted in lower costs and increased outreach to potential job applicants, supporting both overall college hiring and diversity initiatives. Prior to his work with CCAC, Swartzendruber was human resources assistant at Point Park University.

Swartzendruber holds a Bachelor of Arts in Communications Management from Robert Morris University and a Master of Arts in Industrial and Labor Relations (Human Resources) from Indiana University of Pennsylvania.
Justin A. Tatar is the interim assistant dean at CCAC–Washington County Center. He joined the college in 2009 as director of Admissions at CCAC–South Campus, where he created and implemented Tiger Paws, a student-directed tour guide program now in its second year. Tatar’s efforts at Washington County Center have included expanding student and public space through the conversion of an underused classroom into a combined computer lab, study area and work station for adjunct professors. He assisted in streamlining class schedules to create more convenient scheduling options for students. He also helped to connect student and faculty tutors with Homework and More, a Washington County tutoring and outreach effort for underserved students in grades K–8. Prior to joining CCAC, he worked in admissions and recruiting at Westmoreland County Community College.

Tatar presented “A Two-year College Strategic Enrollment Management Plan: It Can Work!” at the Enrollment Planners Conference in Chicago, IL, in July 2011. In addition, he served as treasurer of the Pennsylvania Community College Admissions Officers organization (PACCAO) for six years. Outside of CCAC, Tatar volunteers his time to coach youth soccer and baseball and is a Cub Scout den leader for the Boy Scouts of America.

Tatar holds a Bachelor of Arts degree in Marketing and a Master of Science in Business Administration, both from California University of Pennsylvania. He began the Administration and Leadership Studies doctoral program at Indiana University of Pennsylvania in fall 2012.
Carol A. Yoannone is the director of Contracts and Grants, where she is responsible for oversight of grants funded through government sources. She has held the position since 2005. Yoannone was previously a staff member of the Carl D. Perkins Career and Technical Education Grant before serving as director of the collegewide Perkins program. During that time, she was presented with CCAC’s “Award of Excellence for Innovation” and was recognized by the League for Innovation for work on the college’s online early intervention program. She has also held positions at Kutztown University, Mount Aloysius College and Penn State University–Delaware County Campus.

Yoannone is a member of Girl Scouts of the USA, where she has volunteered both as a troop leader and trainer for adult leaders. She provides volunteer service hours for St. Therese School in Munhall, PA, and she previously worked with Transcultural Adoptive Families, developing the non-profit organization’s constitution. Professionally, Yoannone is a member of the Council for Resource Development, where she is an active participant of the Webinar Committee and previously served on the Federal Funding Task Force. She is also a member of the Association for Career and Technical Education and the Grant Professionals Association.

Yoannone holds a Bachelor of Arts in Liberal Studies and a Master of Education in Counselor Education/Student Personnel from Penn State University. She earned a Doctor of Education in Higher Education, also from Penn State University, completing her doctoral dissertation, “Faculty Participation and Commitment to College Goals: Strategy Within the University.”
The following individuals represented the CCAC community unless otherwise noted.

**Richard L. Adams**  
Executive Director, Center for Learning

**Mary Ann Anderson**  
President, CCAC College Council

**Mary Frances Archery, EdD**  
Vice President, Learning & Student Development

**Charles J. Bell (LDI ‘11)**  
Student Development Specialist  
CCAC–North Campus

**Charles T. Blockidge, PhD**  
Executive Director, Local, County & State  
Government Relations & Special Projects

**Joyce L. Breckenridge**  
Vice President, Business & Administration,  
Chief Financial Officer

**Nancilee Burzachechi, JD, CRFE**  
Vice President,  
Institutional Advancement & External Relations

**Daniel M. Carr (‘76)**  
Internal Auditor

**Candi Castleberry-Singleton**  
Chief Inclusion & Diversity Officer, UPMC

**Dina Clark**  
Director, Center for Race & Gender Equity, YWCA

**Rose Ann DiCola**  
Executive Director, CCAC Educational Foundation

**Charlene M. Dukes, EdD**  
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**Bill Flanagan**  
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**Randy Gaab**  
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Interim Campus President, CCAC–Allegheny Campus & CCAC–Homewood Brushton Center

George Jabar  
Professor, Theater, CCAC–South Campus

Alex Johnson  
President

Elizabeth Johnston  
Director, Public Relations

Hon. Charles J. Martoni, PhD ('68 & '89)  
Campus President, CCAC–Boyce Campus & CCAC–Braddock Hills Center

Christine McQuaide (LDI '11)  
Student Life Specialist, CCAC–Allegheny Campus

Robert M. Mill ('73 & '98)  
Vice President, Executive Relationship Management  
Highmark Blue Cross Blue Shield

Sumana Misra-Zets  
Director, College & Community Diversity Initiatives

Velma Monteiro-Tribble  
Alcoa Foundation (retired)

Nicholas C. Neupauer, EdD  
President, Butler County Community College

Charlene R. Newkirk, JD  
Campus President, CCAC–South Campus, CCAC–Bethel Park Center & CCAC–Washington County Center  
LDI Director

Charlene G. Petrelli ('85 & '12)  
Vice President & Chief Human Resources Officer, EQT  
President, EQT Foundation
Mary Kate Quinlan  
Director, Learning Outcomes & Achieving the Dream

Bonita L. Richardson  
Assistant to the President,  
Board Relations & Policy & Events  
LDI Coordinator

Hon. William R. Robinson  
Member, Allegheny County Council  
Chair, CCAC Board of Trustees

Merrick Rosenberg  
Facilitator, Team Builders Plus

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Vice President, Human Resources

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Director, Student Life, CCAC–Allegheny Campus

Paul Swearengin  
Controller

Donald Taylor, ABD  
Professor, History/Political Science  
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Community College of Allegheny County (CCAC)
CCAC annually educates 33,000 credit students through 170 degree, certificate and transfer programs and offers non-credit and workforce development courses to 30,000 students. The learning-centered institution’s mission is to provide affordable access to quality education and offer a dynamic, diverse and supportive learning environment that prepares the region’s residents for academic, professional and personal success in our changing global society. CCAC’s quality programs enable students to transfer credits to 520 colleges and universities and support regional workforce needs with accessible instruction available day, evening, weekend and online in Allegheny County and beyond. Visit www.ccac.edu to learn more.

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