

POSITION PROFILE  
**PROVOST AND VICE PRESIDENT FOR ACADEMIC AFFAIRS**  
NOVEMBER 2021

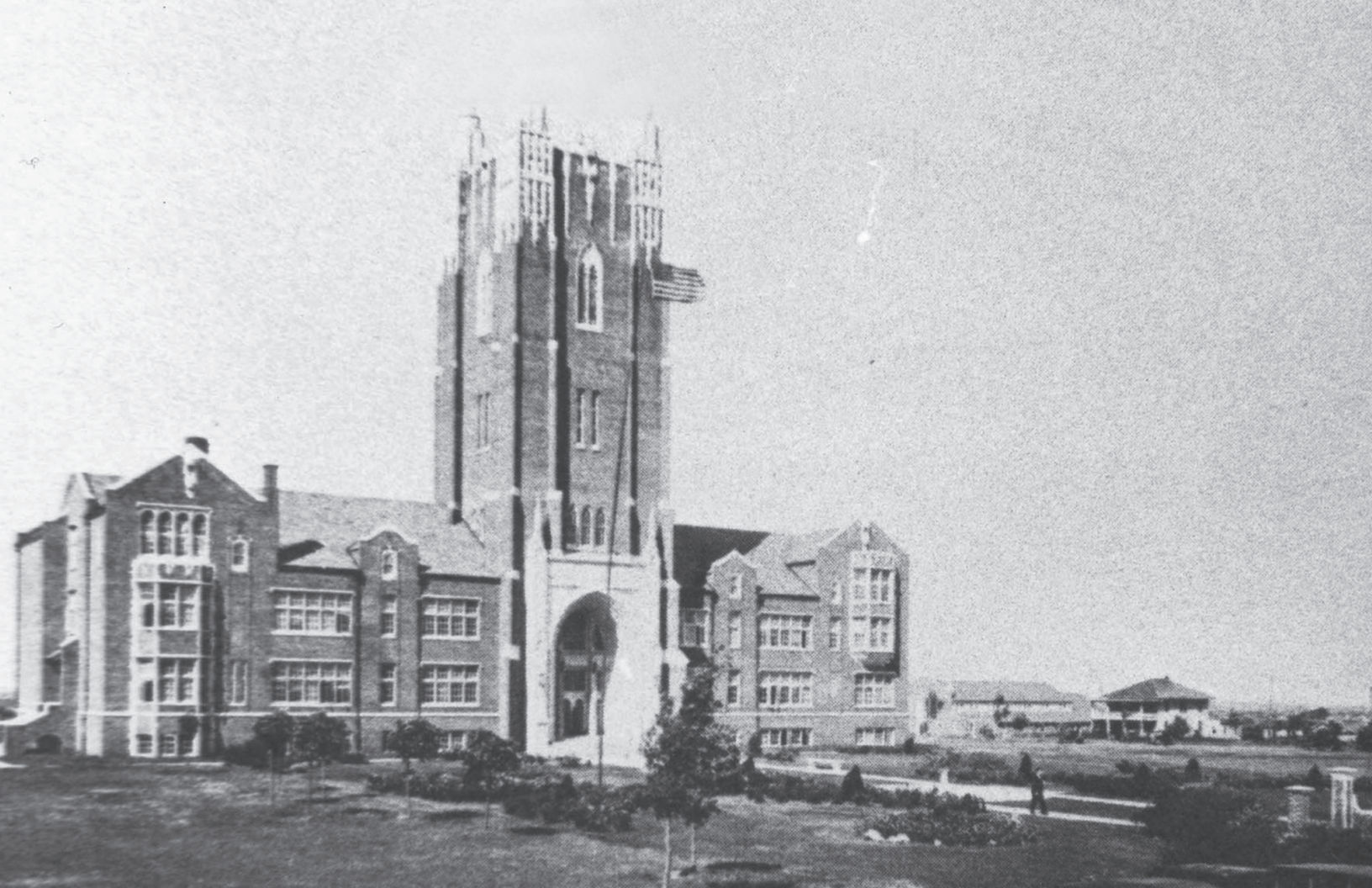


Oklahoma City  
UNIVERSITY



**OKLAHOMA CITY**  
**UNIVERSITY** HAS BEEN  
LEADING STUDENTS  
TO THEIR CREATIVE  
EDGE FOR MORE THAN  
A CENTURY. WE ARE A  
DIVERSE COMMUNITY OF  
ACADEMIC ACHIEVERS,  
BIG THINKERS, CREATIVE  
ARTISTS, AND ACTIVE  
SERVANT LEADERS.







# ABOUT OKLAHOMA CITY UNIVERSITY

Established in 1904, Oklahoma City University (OCU) is a coeducational, urban private university which occupies 104 park-like acres in the heart of Oklahoma City. The university is affiliated with The United Methodist Church and offers a wide variety of degrees in liberal arts, performing arts, health sciences, and business, with more than 70 undergraduate majors and 20 graduate degrees, as well as a J.D. degree through the Oklahoma City University School of Law. OCU enrolls more than 1,700 undergraduate students and 600 graduate students from 46 states and 43 countries. To learn more, <https://www.okcu.edu/>

## OCU Accolades:

- Chronicle of Higher Education's "Great Colleges to Work For" list multiple years.
- Ranked #28 in the Regional Universities West category by U.S. News & World Report "2019 Best Colleges" edition.
- Consistently ranked as a top-tier, master's-level university by U.S. News & World Report.
- Listed in Forbes magazine's "Best Christian Colleges" and "100 Best College Buys."
- Made the Arbor Day Foundation's Tree Campus USA list more than once.

## Mission

**Oklahoma City University prepares all learners to Create, Lead, and Serve.** OCU provides a diverse, inclusive culture committed to producing graduates who think critically and innovatively, communicate effectively, and use their knowledge and talents to make a local and global impact.

Oklahoma City University is committed to an education that:

- Provides students with the skills and confidence to adapt to and excel in a complex and dynamic world
- Invests continually in its students, staff, faculty, alumni, and programming to enrich academic and co-curricular offerings
- Fosters partnerships within and beyond the university to enrich lifelong learning
- Develops informed global citizens ready to engage with their communities and contribute to the world
- Develops graduates who are ethical, highly employable professionals
- Honors its United Methodist history and tradition of scholarship and service

## Vision

Oklahoma City University will be an innovative academic institution with local impact and global reach and reputation. **By providing a student-focused learning environment and an inclusive, values-centered culture that engages the community and the world, Oklahoma City University will be a university of choice for talented and high-potential students, faculty, and staff.**

# OCU Core Values:

**Integrity:** We hold ourselves and each other accountable to do the right thing in all circumstances.

**Respect:** We honor the worth of all by treating ourselves and others with dignity and kindness.

**Diversity and Inclusion:** We strive to understand and embrace our differences. We take purposeful action to foster a welcoming and supportive environment for all.

**Collaboration:** We intentionally pursue our common goals with a genuine spirit of community.

## United Methodist Affiliation

While the university is affiliated with the United Methodist Church, the university's government and management are vested in its independent, self-perpetuating board of trustees. The board of trustees must consist of no fewer than 25 and no more than 50 members, and a majority of the members of the board must declare membership in the United Methodist Church. The university bylaws provide for an executive committee, the members of which include the chairperson and the vice chairperson of the board, the treasurer of the university, the resident bishop for the Oklahoma Area of the United Methodist Church, and the chairs of certain standing trustee committees.

Additionally, Saint Paul School of Theology, a seminary of the United Methodist Church in Overland Park, Kansas, has a location on the OCU campus and the OCU School of Religion offers one of only four United Methodist youth ministry programs in the U.S.

## University Strategic Goals

During the 2017-2018 academic year, the university's strategic planning leadership team engaged in a collaborative and participatory strategic planning process to develop measurable tactics for each approved strategic focus area, with the goal of moving the university forward toward the year 2023. The 2018-2023 Strategic Plan Tactics were initially presented to the board of trustees in October of 2018 and are updated and presented for review at each quarterly meeting of the Development and Strategic Planning Committee of the board. View the full [Strategic Tactics Plan](#).

## Accreditation

The university is accredited by the Higher Learning Commission (HLC) to award six baccalaureate degrees (64 majors), ten master's degrees (26 programs), four doctoral degrees, and 14 certificates. In addition, the programs in the school of health sciences hold accreditation in their respective program areas; the music program is accredited by the National Association of Schools of Music; the Business School is accredited by the Association to Advance Collegiate Schools of Business; and the law school is accredited by the American Bar Association and the Association of American Law Schools. The university's most recent decennial reaffirmation of accreditation from HLC was completed in 2011-2012. The next decennial reaffirmation from HLC will be required in 2021-2022.



# Leadership

Dr. Kenneth R. Evans was appointed the 19th president of Oklahoma City University on July 1, 2021. Previously Dr. Evans served as president of Lamar University in Beaumont, Texas, for eight years and as dean of the Price College of Business at the University of Oklahoma for six years.

Dr. Evans holds the doctorate from the University of Colorado; a master of business administration from California State University-Sacramento; and a bachelor's degree from the University of California-Davis. His research has been published in marketing and business academic journals and he has received national and international recognition for his contributions. Evans has been recognized for his work in the design and implementation of interactive learning experiences and graduate education.

The president reports to the board of trustees. OCU has a 46-member board led by chairman Paul McLaughlin. View a full list of [university trustees](#).

# Faculty & Staff

The university has a full-time faculty of more than 200 as of the fall of 2021. To complement the university's faculty, there are more than 300 full- and part-time staff positions (non-faculty). The university staff is focused on supporting the educational endeavors of the institution in an employee-friendly environment.

# Diversity, Equity and Inclusion

Oklahoma City University is committed to fostering a diverse, equitable, and intentionally inclusive community. The University seeks and creates opportunities for each person to examine their own beliefs, values, and cultures so that, as a community, we can fully embrace the experience, ideas, perspectives, and traditions of all who come to learn and work here.

Our intention is to champion an environment where everyone collaborates to make OCU a place where people from all identities, backgrounds, viewpoints, and experiences are embraced, validated, and supported. We recognize that our students, staff, faculty, and community all benefit from and engage in our best learning, research, and community engagement when we are learning from and with each other. Campus diversity is an important part of strong liberal arts education, and we continue to work toward building a community that is inclusive, diverse, equitable, and accessible for all students, faculty, staff, and community members. We know this work is ongoing and the provost will engage OCU in working toward such a community through critical dialogue and action.



# Alumni

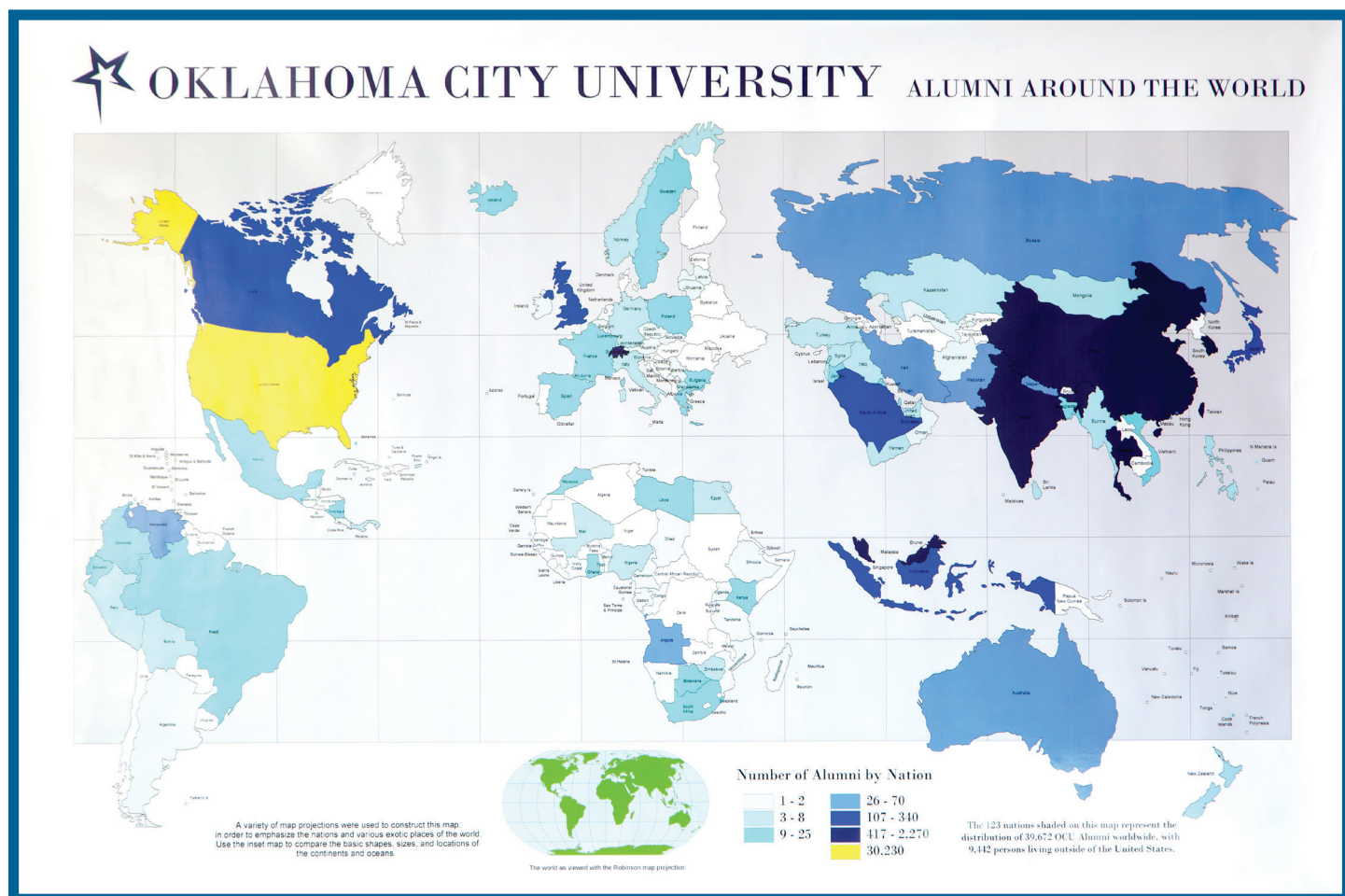
The Oklahoma City University Alumni Association supports more than 40,000 alumni and fosters connections through a variety of cultural, social, and community programs. An alumni-led OCU NYC chapter of the association is highly active in New York City, providing opportunities for alumni in the Tri-State area for networking, continuing education, and philanthropy, as well as assisting in the assimilation of new graduates into the New York City community.

Notable OCU alumni include Tony Award winning actresses Kristin Chenoweth and Kelli O'Hara, The Bachelor host Chris Harrison, and PGA golfer Tyrone Van Aswegen.

Profiles of some of OCU's alumni and their accomplishments can be found [here](#), [here](#) and [here](#).

OCU alumni include three Miss Americas and 59 state pageant title holders. Oklahoma City University also is the world's leading collegiate provider of Radio City Rockettes with nearly 50 alumni performing in the dance company. More than 70 alumni have performed on Broadway.

Oklahoma City University graduates can be found around the world serving their communities and carrying forward the university's tradition of servant leadership.





# ABOUT ACADEMIC AFFAIRS DIVISION

**At Oklahoma City University, all of our undergraduate students receive an education that is enriched by our liberal arts curriculum. All students are taught by members of our exceptional faculty—not graduate assistants—in small classes designed to ignite and expand each student’s love of learning.**

The division of Academic Affairs encompasses all schools and colleges of Oklahoma City University and several academic support offices including the Registrar, International Education, Institutional Research, Assessment, and the Center for Excellence in Teaching and Learning.

The Office of Academic Affairs champions academic excellence across campus to maintain and enhance the value of an Oklahoma City University education. Grounded in a core curriculum focused on academic excellence and servant leadership, the university offers bachelors, masters and doctoral degrees, with more than 70 undergraduate and more than 20 graduates degrees throughout its schools and colleges. Undergraduate majors include accounting, art, biochemistry, biology, business administration, computer science, dance, education, exercise sports science, film production, finance, mathematics, music, nursing, political science, religion, and theatre. Graduate programs include nursing, business, education, nonprofit leadership, music, a physician’s assistant program, a physical therapy program, and law.

## Schools and Colleges



### College of Health Professions

- Kramer School of Nursing
- Master of Physician Assistant Studies
- Doctor of Physical Therapy

### Margaret E. Petree College of Performing Arts

- Ann Lacy School of American Dance and Entertainment
- School of Theatre
- Wanda L. Bass School of Music

### Meinders School of Business

### Petree College of Arts & Sciences

- School of Liberal Arts & Sciences
- School of Visual Arts
- Wimberly School of Religion

### School of Law

Study abroad is an integral part the University's initiative on global learning and leadership education. The university offers numerous semester-long study abroad opportunities in 14 countries, including Austria, Germany, Japan, Morocco, Spain, and the United Kingdom. In addition, the university offers faculty-led programs abroad, ranging from ten days to six weeks. Such faculty-led programs for 2019 included the art of chamber music in Madrid, Spain; British media in London; LGBTQ advocacy and leadership in Greece; and Spanish language and literature in Oaxaca, Mexico.

Oklahoma City University has national performing arts programs. The Ann Lacy School of American Dance and Entertainment was named the #1 Bachelor of Fine Arts dance program in the United States for the 2017-2018 academic year by Onstage, a national media outlet covering performing arts. The School of Theatre alumni have been cast in several Broadway productions and been engaged in many national tours. Notable alumni of the Wanda Bass School of Music include Kristin Chenoweth and Kelli O'Hara, both of whom are accomplished actresses and singers, have starred in numerous Broadway shows, and have received numerous Tony Awards and nominations.

The Oklahoma City University School of Law is one of the longest-existing programs of legal education offered in the state. The program enrolled 462 students in the fall of 2019. The law school is home to the Oklahoma Innocence Project, which works to exonerate the wrongfully-convicted; the Murrah Homeland Security Law and Policy Center, which works to protect against acts of terrorism; and the American Indian Law and Sovereignty Center, which works to provide legal training for future lawyers who plan to serve Oklahoma's many tribal communities. The university's law school graduates who were first-time takers of the Oklahoma bar exam in 2019, 2020 and 2021 achieved average pass rates of 77%, 92% and 82%, respectively.

The Petree College of Arts and Sciences traces its origins to the founding of the university. The college underwent extensive reorganization in 2009, including reuniting with the Wimberly School of Religion, and the creation of the School of Adult and Continuing Education, the School of Liberal Arts and Sciences and the School of Visual Arts.

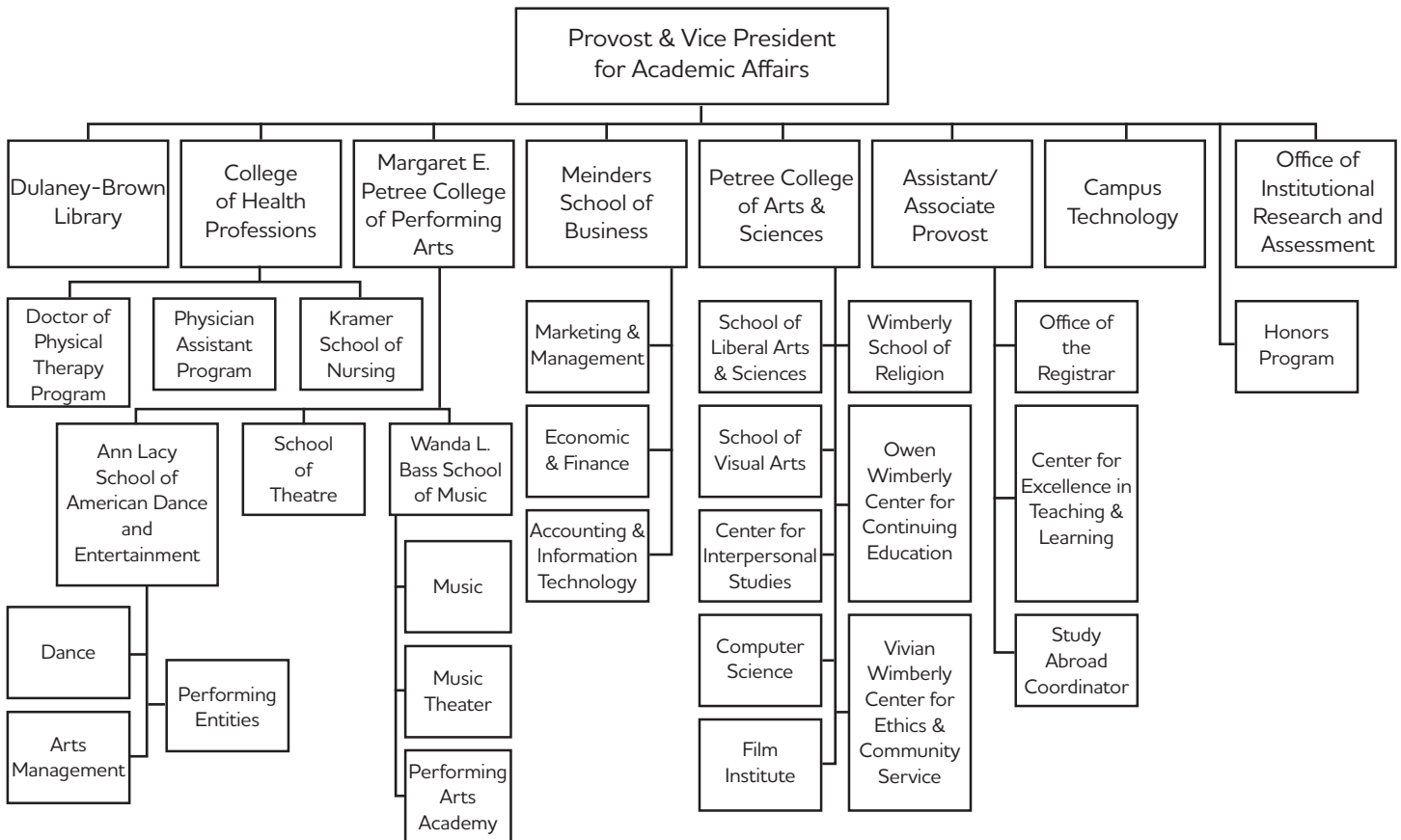
Accredited by the Association to Advance Collegiate Schools of Business placing it in the top 4.5% internationally, the Meinders School of Business is committed to providing quality business education at the undergraduate and graduate levels. Theoretical foundations are balanced by practical applications and real-world experiential learning opportunities.

The College of Health Professions was formed in 2021 to include the Kramer School of Nursing, Physician Assistant Program and Physical Therapy Program, and any additional health care programs established in the future. The move to create the new college will allow OCU's health programs to share educational resources and enhance interprofessional development for undergraduate and advanced practice nurses, physician assistants, and physical therapists.





# Division of Academic Affairs



# THE OPPORTUNITY

## Provost and Vice President for Academic Affairs

The Provost and Vice President for Academic Affairs provides dynamic and innovative leadership for academic programs, student recruitment and retention, and faculty development.

The Provost and Vice President for Academic Affairs reports to the president and serves as the university's chief academic officer providing leadership and oversight for all schools and colleges of Oklahoma City University and several academic support offices.

### Duties and Responsibilities:

- Provides academic and administrative leadership to ensure excellence in academic programs and faculty development and recruitment.
- Fosters a collegial working relationship with the faculty in matters that will improve teaching, scholarship, and service.
- Supervises and maintains an ongoing evaluation of academic programs and curricular services and measures their effectiveness.
- Works with the academic units to develop and recommend academic programs, academic staff parameters, and resource goals.
- Evaluates proposed curricular changes with respect to resource implications and institutional priorities.
- Manages, in a fiscally responsible manner, the effective and efficient use of academic affairs resources.
- Coordinates, in conjunction with the President, communication with the Board of Trustees, Academic Affairs Trustee Committee and the Development and Strategic Planning Committee.
- Serves on or appoints a representative to most University committees.
- Serves as the University administrative liaison to the Academic Affairs Committee of the Board of Trustees.
- Works with the academic and support units to prepare, submit and execute budgets.
- Coordinates recommendations for appointments, salaries, promotions, tenure, leaves of absence and sabbaticals of faculty.
- Oversees full-time and adjunct faculty workload and performance matters.
- Oversees faculty evaluations.



- Conducts timely evaluations of those programs and personnel directly responsible to the Office of Academic Affairs.
- Chairs or designates Chair of committees and councils as defined in the faculty handbook.
- Coordinates communication with appropriate external agencies regarding the University's academic programs.
- Oversees the production of the University Catalog, Faculty Handbook, faculty recruitment brochure and video and the new faculty bulletin.
- Oversees University commencement activities.
- Serves as one of the University representatives during negotiations with other institutions and/or corporations involving academic programming or the use of instructional facilities.
- Liaison to Higher Learning Commission of North Central Association and oversees university accreditation processes to ensure compliance with standards.
- In the absence of the President, serves in the capacity as acting Chief Executive Officer of the University.
- And other duties as assigned.

## **Qualifications:** An earned terminal degree in a discipline associated with the university.

- A distinguished record of academic accomplishment in teaching, scholarship, service, and administration in higher education.
- A minimum of 10 years of experience in a senior administrative role in higher education.
- Demonstrated record of ethical, dynamic, and innovative leadership, with excellent interpersonal and problem solving.
- Demonstrated experience building and supporting a diverse, equitable and inclusive community.
- Experience working within and promoting strong systems of shared governance between faculty and administration that increases collaboration, creates useful links between constituencies, and builds needed partnerships.
- Demonstrated experience in planning, budgeting, and financial management.
- Excellent communication skills that build and enhance relationships with a wide variety of audiences.

# PROCEDURE FOR CANDIDACY

Confidential review of applications will begin immediately and continue until the position is filled; **parties who apply before or by Jan. 8, 2022 will be given first consideration.** Interested candidates should submit a curriculum vitae and a letter of interest.

To apply online, go to: [theapplicantmanager.com/jobs?pos=su272](https://theapplicantmanager.com/jobs?pos=su272)

## For more information or to offer recommendations:

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Oklahoma City University pledges to recruit, select, and promote diversity by providing equality of opportunity in higher education for all current and prospective students, faculty, and staff with respect to hiring, continuation, promotion and tenure, and applications for admission or employment, without discrimination or segregation based on sex (gender), race, age, ancestry, color, disability, genetic history, national origin, marital status, medical condition, religious creed, sexual orientation, gender identity/ expression, pregnancy, parenting status, status as a veteran, or the perception that a person has one or more of these characteristics.



**Summit Search Solutions, Inc.** is a boutique executive search firm dedicated to serving education and nonprofit communities nationwide. Summit has a team of experienced recruiting consultants in strategic locations across the country including California, Colorado, Kansas, Maryland, New York, and North Carolina.



# OKLAHOMA CITY, OKLAHOMA

Oklahoma City University is located in the historic and vibrant uptown 23rd District in the heart of Oklahoma City, a unique, thriving, friendly city with a low cost of living and lots of sunshine. Oklahoma City was officially founded in 1898, and today it has a population of more than 580,000 in the city proper and a 10-county population of more than 1.3 million people. Public and private partnerships during the last 10 years have dramatically transformed the face of the city, staking a claim for the future as a preeminent American city. With the development of Bricktown, the arrival of a professional basketball team – the Oklahoma City Thunder – and extensive downtown renovation, the city has a fresh metro-urban texture. Headquarters to many national companies, OKC has been ranked the best place to start a business by WalletHub and CNNMoney.

Oklahoma City offers all amenities found in a modern metropolitan community including a vibrant arts community, quality health care, excellence in education, great food options and many recreational activities. It is a distinctly livable city where you can live comfortably without high energy costs, energy shortages, smog or traffic congestion. The cost of living is low compared to similar cities in other locations. The weather offers four distinct seasons with the annual average temperature of 60 degrees.

Oklahoma City is a family-friendly city with walking, running, biking and skating trails; three large lakes; world class canoeing and kayaking and several farmers markets that offer fresh, locally grown produce. With one of the nation's leading heart transplant teams, one of the country's most complete medical research centers and one of the medical profession's most respected eye institutes, Oklahoma City is positioned to provide excellent care for everyone.

## [Living in OKC](#)

## [OKC: Larger than life](#)





Oklahoma City  
UNIVERSITY