



Provost and Vice President of Academic Affairs

Kentucky Wesleyan College, the premier faith-based liberal arts college of the South, seeks an ambitious, results-oriented academic leader to serve as its next Provost and Vice President of Academic Affairs (VPAA).

Reporting directly to President Dr. James Cousins, the Provost will play a critical role in coordinating, managing, and leading the college into its next historic era. The Provost will vouchsafe the college's long-established tradition of academic excellence while promoting a collaborative and innovative academic culture. They will work closely with President Cousins, influencing the overall direction of the college and will collaborate with members of the Cabinet, faculty, and staff throughout the college to enhance recruitment, retention, and student success.

A significant aspect of the role involves faculty recruitment and development. The Provost will participate in faculty appointments, in consultation with appropriate search committees, and will support the professional growth of faculty members—this includes leading orientation programs for new faculty and fostering an environment conducive to research, scholarship, and creative activities. Additionally, the Provost will oversee the budget for academic units and educational programs, ensuring prudent fiscal management and efficient resource utilization. They will also assist in fundraising activities to support academic programs, working with the President and the Office of External Affairs.

The Provost will serve as the institutional liaison for Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) accreditation, and in this capacity, oversees compliance and maintains accreditation standards. This involves a continuous process of monitoring and evaluating the institution's educational practices, administrative procedures, and overall performance against the established benchmarks. The Provost will coordinate self-assessments and facilitate internal audits to ensure all academic and administrative units meet or exceed the expectations of SACSCOC. They will also manage the preparation and submission of reports and take a leading role in the college's 2028 reaffirmation.

In addition to the above, the Provost will be instrumental in the creation and development of new academic programs, with a particular focus on graduate offerings. This includes identifying emerging fields and disciplines that align with the college's strategic goals and mission, designing innovative curriculum frameworks, and securing necessary approvals from accrediting bodies. The Provost will collaborate with faculty and academic departments to develop rigorous and market-relevant graduate programs that meet the evolving needs of students and the workforce. By spearheading these initiatives, the Provost will enhance the college's academic

portfolio, attract diverse student populations, and strengthen Kentucky Wesleyan College's reputation as a leader in higher education.

Kentucky Wesleyan College has been consistently ranked by U.S. News & World Report as one of the Best Regional Colleges in the South as well as one of the Top Performers in Social Mobility in the South. The Princeton Review has also recognized Wesleyan as a "Best in the Southeast" college for several consecutive years.

Kentucky Wesleyan students can choose from 29 majors and 13 pre-professional curriculums. Classes have a 13-to-1 student-faculty ratio, and 88 percent of the faculty have a Ph.D. or terminal degree. The College is accredited by the Southern Association of Colleges and Schools Commission on Colleges. The Kentucky Wesleyan Panthers compete in NCAA Division II and are charter members of the Great Midwest Athletic Conference comprising teams from Ohio, Michigan, Kentucky, and Tennessee.

The College employs approximately 200 faculty and staff who work together on a single campus. Kentucky Wesleyan provides a challenging and supportive academic experience for students as well as a positive and stimulating work environment for employees. For more information about Kentucky Wesleyan College, see our [Community Profile](#).

Essential Job Functions:

1. Serves as the institutional liaison for SACSCOC accreditation and oversees institutional compliance.
2. Provides leadership in the implementation of the campus's strategic plan.
3. Serves as a member of the senior management team to discuss and decide issues related to the overall management of the college.
4. Manages the curriculum and works with various groups (e.g., Academic Policies, the Educational Program Review Committees) to ensure that the curriculum is current, incorporates national best practices, and fulfills the mission of the college.
5. Collaborates with other offices and departments in recruitment and retention efforts and student success initiatives.
6. Communicates institutional priorities to constituencies in Academic Affairs.
7. Identifies, evaluates, develops, and supports the implementation of new programs and services and evaluates and reviews existing programs to enhance the overall effectiveness and financial strength of the college.
8. Collaborates with faculty to support faculty research, scholarship, and creative activities, including the acquisition of grants and contracts by faculty.
9. Works with division chairs, the Director of Online Learning, the Student Success Coach and Director of the Student Success Center, and Registrar to develop a master schedule for all academic courses that is student-centered and maximizes college resources.
10. Appoints new faculty, in consultation with the appropriate search committee and the President.
11. Works with Division Chairs and the Faculty Status Committee to facilitate the professional development of each faculty member as well as leading the orientation of new faculty.

12. Serves as an integral part of institutional budget development and prioritization, ensuring that Academic Affairs maintains its position of importance as the primary division of the college.
13. Oversees the financial resources and budget allocated to academic units and educational programs.
 - a. Provides sound fiscal stewardship and oversight of financial reporting.
 - b. Encourages Division Chairs and Directors to use funds wisely.
 - c. Pursues adequate funding for the educational program within college resources and through external funding by working with the President and the Office of External Affairs.
14. Aids in fundraising activities to support academic programs by developing opportunities and support for internal and external funding.
15. Supervises and evaluates assigned positions to ensure areas and personnel are current, relevant, incorporating best practices, and supporting the mission of the college.
16. Advocates for the faculty and educational programs in Cabinet meetings and Board of Trustees meetings.
17. Represents Academic Affairs as well as the institution on the President's Cabinet and to the community.
18. Maintains knowledge of current and emerging findings, trends, issues, challenges, technology, insights, and priorities in the field of higher education.
19. Assumes other duties and responsibilities as directed by the President.

Position Qualifications:

- An earned doctorate or appropriate terminal degree.
- A distinguished record of teaching, scholarship, and service appropriate for appointment to the rank of Professor.
- At least three years of higher education administrative experience. Experience in Academic Affairs is preferred.
- Knowledge of higher education trends and issues.
- A well-rounded scholar who can appreciate a wide variety of disciplines and is a strong advocate of liberal arts.
- An experienced supervisor who can motivate and maximize the strengths of others for the advancement of the college.
- Excellent communication and interpersonal skills, with the ability to build and maintain relationships with all segments of the college campus, Owensboro community, and academic affairs community.
- Excellent organizational skills with the ability to meet deadlines.
- Able to handle confidential information appropriately and with discretion.

How to apply:

Please submit a cover letter, curriculum vitae, and five professional references to: lkeller@kwc.edu, subject "Provost/VPAA Search" by July 15, 2024 for priority review.

For more information about the position, contact search committee chairs Mr. Scott Kramer (scottkr@kwc.edu) and Ms. Morgan Russelburg (morgan.russelburg@kwc.edu).

An official transcript for the highest degree awarded will be required of the hired candidate, as will a background check. The College will not sponsor applicants for work visas.

Kentucky Wesleyan College is an equal opportunity employer and is committed to attracting qualified candidates from underrepresented groups.