SENIOR VICE PRESIDENT AND CHIEF ACADEMIC OFFICER
SEARCH
 POSITION PROFILE

Position Description
As the Chief Academic Affairs Officer of the College, the Senior Vice President provides leadership to all college constituents in developing and implementing academic programs and services. The Senior Vice President provides direction and support in the teaching/learning process both inside and outside of the classroom by advancing the Guided Pathways Essential Practices to produce equitable learning outcomes in support of the College's mission.

Titles of Positions Directly Supervised
Provosts, Vice President of Workforce Development, Transfer and Curriculum Compliance Administrator, Director of Project Management, Dean of Libraries and Knowledge Management and Executive Assistant.

Position Requirements
1) Earned Doctorate at an accredited institution with at least 7 years of experience in the area (or a similar area).
2) Significant experience in curriculum development and academic assessment processes related to institutional effectiveness.
3) Progressively successful administrative experience in the academic area of an urban community college.
4) Proven supervisory and leadership abilities.
5) Demonstrated commitment to community college leadership, serving a diverse student population, and subscribing to a Guided Pathways Philosophy of realigning the student experience to increase student success and narrow equity gaps.
6) Excellent communication and change management skills with the ability to empower, collaborate, delegate, and build consensus.
7) Ability to synthesize and analyze information, evaluate consequences of decisions, and be decisive in leadership actions.

Position Duties
1) Effectively and collaboratively work with the President and executive team members in strategic planning and implementation, including the creation and monitoring of performance indicators.
2) Provide overall vision, leadership, and direction for academic affairs of the college, including workforce development, curriculum and program development, program review, and assessment practices.
3) Stay abreast of current/promising trends and best practices leading to equitable student learning and success outcomes, and adhere to philosophy and implementation of Guided Pathways Essential Practices.
4) Serve as primary liaison and spokesperson between the college's academic affairs and OSRHE, the college's Board of Regents' Student Success committee, and other public stakeholders including universities, secondary schools, and business and industry.
5) Lead and support the institution in the development of flexible, innovative delivery of curriculum and services to accomplish the strategic goal of learning anywhere and anytime.
6) Foster shared governance and effective change management practices on academic matters among faculty and staff, including Faculty Association and Academic Affairs Council.
7) Enhance internal capacities and organizational processes to ensure that student, faculty, staff, and programs achieve positive outcomes, including direct contribution to the faculty hiring process.
8) Lead the development and articulation of programs and collaborative, educational initiatives with other educational institutions locally, regionally, nationally, and internationally.
9) Prepare the OSRHE Annual Academic Plan and other plans – academic efficiencies, assessment, ESL report, remediation report, HLC Accreditation report, etc.
10) Hold Academic Council meetings and follow up sub-committee meetings on various academic and academic related projects.
11) Oversee budgetary resources for academic units and academic support areas, ensuring transparency in allocation processes.
12) Collaborate with college leaders on issues related to the operations, safety, and security of the College.
13) Serve as a member of the President’s Cabinet and the President’s Executive Team. Serves as Chief Executive Officer of the College in the absence of the President.
14) Work closely with Student Affairs to promote the mission of the College.
15) Assume other responsibilities as assigned by the President and Chief Executive Officer.

NOTE: The omission of specific statements of duties does not exclude them if the work is similar, related, or a logical assignment to the position.

APPLICATION PROCESS AND TIMELINE

To ensure full consideration, application materials must be received by: February 28, 2020.

Application Process
To be considered for this position, electronically submit the following:
1) Letter of application that addresses the position profile and demonstrates how the candidate's experience and professional qualifications prepare them to serve the needs of Tulsa Community College (not to exceed five [5] pages).
2) Current resume.
3) A minimum of five references will be required of finalists.

Please submit items 1 and 2 to: dennis@goldhillassociates.com
To receive full consideration, applications materials must be submitted by Friday, February 28.

For information about the application process, please contact
Dr. Dennis Michaelis 254.297.9896 | dennis@goldhillassociates.com

Timeline (Subject to Change)
1) February 28, 2020: Closing Date for Applications.
2) Early March, 2020: List of semi-finalists will be sent to President and Search Committee for review.
3) Mid March, 2020: Approximately 5-7 semi-finalists will engage in airport interviews.
4) Early April: On-campus interviews of finalists.
5) Early May, 2020: Announcement of the new Chief Academic Officer.
6) August 1, 2020: Start date for new Chief Academic Officer.
Tulsa Community College has served Tulsa and northeastern Oklahoma since 1970. Now Oklahoma’s largest, multi-campus community college, TCC serves 25,000 students in college programs annually. Four fully equipped campuses – Metro, Northeast, Southeast and West – populate the Tulsa area, along with several community campuses in the suburban areas. TCC boasts knowledgeable faculty teaching in state-of-the-art facilities on four campuses, programs for students at every stage of life, robust online learning opportunities, and a commitment to affordable excellence.

TCC consistently ranks among the elite of the nation’s 1,150 community college associate degree producers, serves more college students in northeastern Oklahoma than any other public college or university and reports one of the largest freshman classes in Oklahoma every year. TCC offers 52 AS/AA degrees, 34 AAS degrees, and 39 certificates.

OUR MISSION
Building success through education

OUR VISION
An educated, employed, and thriving community

OUR BELIEFS AND VALUES
You Belong Here — We foster a culture of diversity, equity, and inclusion that welcomes and respects everyone for who they are and who they will become.

Everyone Can Learn — We meet people where they are by creating a safe and supportive learning and working environment leading to success.

Community Is Our Middle Name — We build community, inside and out, through collaboration, service, sustainability, and social and financial responsibility.

Quality Education Is Affordable — We create a rigorous and engaging learning experience that provides exceptional value.

Excellence Is Our Culture — We live out excellence at every level by embracing change, always improving, and persisting to reach our full potential.
Tulsa is a city of approximately 400,000 residents located in Northeastern Oklahoma. Residents of Tulsa enjoy many amenities associated with larger, urban cities including museums, botanic garden, international airport, performing arts center, zoo, and aquarium, but with a cost of living that is below the national average. Tulsa provides a variety of recreational opportunities, such as the prestigious Gathering Place park as well as being located near numerous lakes. Additionally, a minor league baseball team, the Tulsa Drillers, is in the heart of the city. Tulsa is home to a variety of the nation’s largest employers, which cuts across numerous industries that include aerospace, engineering, healthcare, manufacturing, and transportation. Major employers include American Airlines maintenance base; Baker Hughes, a leading manufacturer of oil field machinery and equipment; Williams Companies, a major oil and gas company; and Spirit Aerosystems, a global manufacturer and distributor of airplane parts and equipment.

Points of Pride at Tulsa Community College

- TCC is home to one of the country’s first tuition free Associate degree programs, Tulsa Achieves. As of 2019, it has provided a path to college for more than 20,000 students and provided nearly 750,000 volunteer service hours to the community.

- TCC was among the colleges in the first cohort of the American Association of Community College’s Pathways Project. The Pathways Essential Practices continue to guide our mission, values, and strategic planning.

- TCC is supported by three funding sources: state funding, tuition and fees, and ad valorem taxes from Tulsa County property owners. TCC has also benefited from an engaged community. This has led to several key projects in bond issues in recent years as well as the recent completion of a successful $20 million-dollar capital campaign.

- TCC is a hub of creativity for students and the community. Examples include the Thomas K. McKeon Center for Creativity and the TCC’s very own Signature Symphony at the VanTrease Performing Arts Center for Education.