



INSTITUTE OF TECHNOLOGY

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TECHNOLOGY

Inviting Applications and Nominations for

Provost and Senior Administrator



MYERSMcRAE
EXECUTIVE SEARCH AND CONSULTING

Oklahoma State University Institute of Technology seeks an experienced professional and demonstrated leader to serve as **Provost and Senior Administrator**. This position provides academic and administrative leadership and direction for all units and personnel. In addition, the position provides executive oversight of campus operations, including finance, facilities, and all major administrative functions, ensuring the effective management of the institution as a whole.

OSU Institute of Technology's mission is to serve as the lead institution of higher education in Oklahoma and the region providing comprehensive, high-quality, advancing technology programs and services to prepare and sustain a diverse student body as competitive members of a world-class workforce and contributing members of society.



ABOUT OSUIT

Founded in 1946, Oklahoma State University Institute of Technology (OSUIT) is a leader in applied technology education. OSUIT champions innovation, career readiness, and hands-on learning. As part of the Oklahoma State University System, OSUIT embodies the principles of the land-grant mission—providing accessible, high-quality education that empowers individuals, strengthens communities, and drives economic growth. Located in America's heartland, OSUIT partners with global corporations to develop academic coursework and programs that prepare students for today's careers using industry-caliber equipment to create a seamless classroom to career transition.

OSUIT's hands-on approach to teaching emphasizes practical skills and industry connections, with 35 degree programs that are tailored to meet the demands of today's job market. Although it awards bachelor's degrees, OSUIT primarily awards associate degrees and less than one-year certificates. With nearly 2,500 students, OSUIT has a student-to-faculty ratio of 17:1. With nearly 90% career placement rates and strong ties to industry, OSUIT graduates are workforce-ready and equipped to make an immediate impact. The

majority of degree programs require an internship as part of the curriculum. Through internships, students gain experience and knowledge while interning and being paid for their time working there.

A leader in workforce and economic development for the state of Oklahoma, OSUIT provides customized industry training, certificate programs, adult and continuing education, and employability skills. **Ranked #4 Best Online Bachelor in Cybersecurity** (Career Choice, 2022) and **#2 Best Oklahoma Community Colleges** by Tuition Costs (Career Review, 2023), OSUIT meets the workforce needs of the future today.

Approximately 20 organizations on campus give students the opportunity to network and develop leadership skills. Ranging in purpose from academic to service and social organizations, club memberships are open to all students. More than 800 students live within the six residence halls on campus.

OSUIT is about more than just coursework—it's a chance to find community, explore new hobbies, and build skills that set students up for success long after graduation.

35 Programs & Career Pathways

17:1 Student-To-Faculty Ratio

74% of OSUIT Graduates Earn Honors



THE OPPORTUNITY

The Provost and Senior Administrator reports directly to the OSU President and to the OSU-Stillwater Provost and Senior Vice President for Academic Affairs and provides academic and administrative leadership and direction for all units and personnel. This position oversees all credit and noncredit offerings of OSUIT at all sites and through all delivery modalities. In addition, the position provides executive oversight of campus operations, including finances, facilities, and all major administrative functions, ensuring the effective management of the institution as a whole. Direct reports include the Vice President of Operations, Vice President for Student Services, Vice Provost, Registrar, Assistant Vice President of Academic Affairs and Executive Dean, and all academic deans. The Provost will be responsible for ensuring courses and programs offered are consistent with the strategy of the OSU System.

Principle Duties & Responsibilities

Administrative & Organizational

- Provides academic leadership for the organization and development of university readiness initiatives.
- Organizes professional development for faculty to include new academic innovations.
- Ensures the effective application of faculty and academic staff resources to meeting student educational needs and OSU System priorities.
- Responsible for overseeing the assigned workloads of academic personnel, including the approval and assignment of adjunct faculty.
- Ensures that faculty and academic staff provide effective educational advising for all degree-seeking students.
- Responsible for all administrative and operational functions of the institution.

Investigative & Strategic

- Ensures full commitment and collaboration in achieving the university's mission, vision and strategic initiatives.
- Responsible for academic program and curriculum development and evaluation.
- Ensures the assessment of student learning, including the use of data for meaningful improvements.
- Oversees the development of proposals and new programs of study and provides campus-wide leadership on academic-related issues.

Coordination & Communication

- Ensures the academic offerings are consistent with OSU System priorities.
- Oversees the development of the University's catalog.
- Ensures the relevance of educational programs to community needs through effective use of industry advisors and advisory boards.
- Provides leadership for the Academic Council.
- Serves as a member of the President's Cabinet and the Administrative Council.
- Coordinates efforts with other academic affairs leaders within the OSU System, including helping

facilitate smooth transfer experiences within the system.

- Maintains communication with the Oklahoma State Regents of Higher Education staff.
- Provides leadership and direction for the creation of program-specific articulation agreements with state, regional and national colleges and universities.
- Serves as a liaison to external constituencies, including other educational organizations, employers, community organizations, and others as assigned.

Procedural & Compliance

- Oversees the development and management of the Academic Affairs budget.
- Responsible for the fulfillment of academic reporting requirements.
- Responsible for academic accreditation, including the research and compiling of required institutional information and documentation.
- Responsible for the development, interpretation and clarification of academic policies and procedures and compliance with them.
- Provides oversight of the academic appeals process and is responsible for granting exceptions to university academic policy when justified.



Skills & Abilities

- Demonstrated ability to plan and organize complex programs and processes, ensuring high standards for curriculum and instruction.
- Demonstrated ability to effectively engage area communities and leaders and represent the campus at community and professional events.
- Ability to learn and work within the policies of the State Regents, OSU System, and institution related to student admission, placement, retention, academic records, and credential completion.
- Knowledge of and experience in working with educational technologies.
- An understanding of the character and mission of land-grant colleges and universities.
- Strong understanding of qualitative and quantitative research, data analysis, budgets, and reporting.
- Excellent oral and written communication skills.
- Excellent interpersonal skills with the ability to effectively recognize and resolve conflict.

Preferred Qualifications

Education

- Earned doctoral degree from an accredited institution.

Experience

- A history of demonstrating ethical and professional behavior.
- Five or more years of progressive managerial leadership in higher education at the dean level or higher at an institute of higher education with technical programs.
- Five or more years of teaching experience in a higher education environment.
- Experience in serving as a productive liaison with internal and external postsecondary constituencies at multiple levels.
- Experience in academic program development and evaluation.
- Specialized and regional accreditation experience.





OKMULGEE, OKLAHOMA

Located in the heart of Oklahoma's "Green Country", Okmulgee has a plethora of nearby rivers and springs and is only 38 miles south of Tulsa and 108 miles from Stillwater, OSU's main campus. Okmulgee has been the capital of the Muscogee (Creek) Nation since 1868, and its name means bubbling waters. Chartered in 1908, the municipal government is a council-manager government. With a population of more than 11,000, Okmulgee is renowned for its rich Native American heritage, historical significance as the capital of the Muscogee (Creek) Nation, and its vibrant cultural events.

Okmulgee is known for its annual Okmulgee Invitational Rodeo and Festival, which is the nation's oldest African-American rodeo and one of the state's longest running rodeos. It also has many recreational opportunities, including Okmulgee Park and Dripping Springs Park. Besides RV and camping facilities, the parks offer swimming, fishing, and boating. The end of Okmulgee Lake features the Lake Okmulgee Dam Spillway Cascade, listed in the National Register of Historic Places in Okmulgee County, Oklahoma, which on occasions of heavy rains and high lake levels creates an intense man-made waterfall. Near Okmulgee is

the Deep Fork National Wildlife Refuge, a 9,000-acre habitat for waterfowl along the Deep Fork River. Lake Eufaula, Oklahoma's largest lake is to the southeast of Okmulgee.

Family events also include The Okmulgee Farmer's Market, the Pecan Festival, the Okmulgee County Fair, the OrangeFest, Harvest Spoon Chili Fest, Muscogee Creek Nation Festival, Eats and Beats, and the bi-annual Airfest. Historic sites, shopping, and restaurants are also popular.

Today, the most important business sectors in Okmulgee are construction, retail trade, health care and social assistance, and accommodation and food services. The Okmulgee area's major employers include the Muscogee (Creek) Nation, Anchor Glass, Paccar Winch-Okmulgee, C.P. Kelco US Inc., Honeywell's Callidus Technologies, East Central Electric Cooperative, Covington Aircraft, G&H Decoy, and PolyVision. In addition to Okmulgee Public Schools, there are also several private academies and schools. Medical centers include Muscogee Creek Nation-The Okmulgee Indian Health Clinic, Highland Park Health Care, Okmulgee Indian Health Center, and Utica Park Clinic—Okmulgee as well as many physicians and nurse practitioners.

Application & Nomination Process

Confidential inquiries are welcomed, and nominations are invited.



Applications

All application packets must include the following:

- 1) A letter of application that outlines the candidate's (a) interest in and qualifications for the position, and (b) leadership philosophy.
- 2) Current curriculum vitae or résumé
- 3) At least four references with full contact information including e-mail (*References will not be contacted without consent from applicant.*)

Submit application materials online, preferably as PDFs. Additional information is requested with the submission of materials. **For best consideration, complete applications should be received before February 8, 2026.**

[APPLY HERE](#)

Nominations

Submit nominations with complete contact and e-mail information for the individual being nominated.

[NOMINATE HERE](#)

Consultants

Oklahoma State University System has retained Myers McRae Executive Search and Consulting to assist the Search Committee in its identification and review of candidates. **Kenny Daugherty, President** of Myers McRae Executive Search and Consulting, and **Brianna Douglas, Vice President** of Myers McRae Executive Search and Consulting, are the lead consultants for this search. **Request a conversation regarding this search by e-mailing KennyDaugherty@myersmcrac.com or BriannaDouglas@myersmcrac.com.**



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