

OKLAHOMA STATE UNIVERSITY

College of Education & Human Sciences *Associate Dean for Research and Graduate Studies*

The College of Education and Human Sciences (CEHS) at the Oklahoma State University invites applications for the position of Associate Dean for Research and Graduate Studies. The successful applicant will assume responsibility for overseeing the College's diverse research programs including basic research, applied research, translational research, and creative work; promoting innovative collaborations across departments and schools within CEHS, across colleges and other entities at OSU; and promote partnerships with schools, agencies, private industry, and other organizations outside of the university.

Duties will include serving as the College's liaison to research units within the university and external funding agencies; championing the intersection of research with our land-grant mission; advising the Dean and key administrators on matters involving research in the College; liaison to the Graduate College; communicating information to stakeholders about graduate enrollments and program information; and promoting faculty and student research, innovation, and creativity nationally and to key constituencies.

The Associate Dean will lead efforts in the area of graduate studies including building opportunities to fund and expand the number of full-time doctoral research assistantships and fellowships, position the College for growth related to graduate academics, enrollment, and research, including the assessment/creation of new graduate degree programs and certificates. They will support recruitment efforts for graduate students and oversee faculty requirements for advising and mentoring research, graduate student development and mentoring opportunities.

The Associate Dean will oversee the College's Manager of Research Administration Operations in facilitating the preparation and timely submission of funding proposals, ensuring compliance, and advising department heads regarding time and effort of faculty in funded research endeavors. The Associate Dean will also develop and maintain an active three-year orientation program for new faculty members to support and encourage research, innovation, and creative endeavors, serving as a research mentor to CEHS faculty.

Oklahoma State University is Carnegie-designated "highest research activity" R1 doctoral university and the College of Education and Human Sciences is nationally known for research, innovation, creativity and scholarly work that combines theoretical depth with practical impact. College research includes international focus and collaborations. The Associate Dean will be joining the College leadership team at a time of optimism and opportunities for growth.

Minimum Qualifications:

- An earned doctorate from an accredited institution in one of the disciplines of the college;
- A demonstrated record of scholarship that merits a tenured faculty appointment as a full professor;

- Evidence of an established record of mentorship and a desire to build a collaborative spirit within the college;
- Knowledge and appreciation of multiple types of research/creative activity (including multiple paradigms);
- Experience and success in obtaining external funding, a demonstrated understanding of research/extramural funding governing policies;
- A commitment to serving diverse constituencies in a shared governance environment;
- A record of professorial excellence (teaching, scholarship, and service);
- Successful supervisory experience;
- Excellent written, interpersonal, and oral communication skills;
- A desire to work in a team-based, dynamic environment.

Preferred Qualifications:

- Demonstrated experience in designing and leading new initiatives or programs to advance the mission of an academic department or college;
- Successful experience in an academic administrative position (e.g., as an assistant chair/head, program director, center director, etc.);
- Experience including budget management, mentoring faculty and supervising professional staff;
- Evidence of being a creative thinker, and an appreciation of interdisciplinary research.

Salary is competitive and commensurate with experience.

Application Information: To apply, please visit <http://jobs.okstate.edu> and submit the following: a curriculum vita, two scholarship samples (e.g. peer-reviewed articles), the names and complete contact information (phone, email, physical mailing address) of three professional references, and a letter of intent that addresses (1) the role of research in an R1 College of Education and Human Sciences, (2) the interchange of research, practice and extension/outreach, and (3) the roles of diverse types of research in a College of Education and Human Sciences. The applicant should also address how they have prepared and are now qualified to become a visionary and innovative leader in this environment. For assistance with your required materials, you may contact Lisa Baker, Administrative Associate, at lbaker@okstate.edu.

The process of reviewing applications will begin **November 20, 2021**, and will continue until the position is filled (contingent upon available funding).

Search Chair: Dr. Shelbie Witte, chair, can be reached at shelbie.witte@okstate.edu to answer any applicant questions.

About the University: Oklahoma State University, an R1 comprehensive land-grant institution (ranked 114th by NSF in Fall 2017) committed to strengthening its diversity, equity and inclusion. Enrollment at OSU-Stillwater is approximately 23,000 students; the College of Education and Human Sciences includes 7 academic units, 172 faculty, and nearly 200 full-time staff. Additional information regarding the College of Education and Human Sciences may be found at <http://education.okstate.edu/>.

About the Community: The University is located in Stillwater, Oklahoma, which is a micropolitan community of approximately 49,000 people with high-quality amenities and a comparably low cost of living. Oklahoma City and Tulsa are within a 1-hour drive, and cities such as Fayetteville, AR, Joplin, MO, and Wichita, KS are within a comfortable 2-3-hour drive time of Stillwater. In addition to excellent healthcare, education (public and private primary and secondary schools), and recreational services, the community affords a rich variety of cultural activities typical of a major university environment, including museums, music, art, and theatre.

Oklahoma State University is a land-grant institution committed to excellence in diversity and inclusion. We strive to maintain a welcoming and inclusive environment that appreciates and values all members of the University community. We define diversity as engagement in meaningful actions, behaviors, and conversations that reflect a commitment to recognizing, understanding, and respecting the differences among students, faculty, staff, and visitors throughout the OSU system. We do not condone acts, behavior, language, or symbols that represent or reflect intolerance or discrimination. OSU is dedicated to cultivating and enriching the competitive advantages that diversity and inclusion provides all members of the University community. We identify diversity as a quality of life issue, as well as an important economic driver for the prosperity and well-being of the state, nation, and world.

Oklahoma State University, as an equal opportunity employer, complies with all applicable federal and state laws regarding non-discrimination and affirmative action. Oklahoma State University is committed to a policy of equal opportunity for all individuals and does not discriminate based on race, religion, age, sex, color, national origin, marital status, sexual orientation, gender identity/expression, disability, or veteran status with regard to employment, educational programs and activities, and/or admissions. *OSU is a VEVRAA Federal Contractor and desires priority referrals of protected veterans for its openings.* For more information, visit <https://eeo.okstate.edu>.