

SEARCH PROFILE:

PROVOST AND VICE PRESIDENT
FOR ACADEMIC AFFAIRS



Earlham
COLLEGE

TABLE OF CONTENTS

ABOUT EARLHAM COLLEGE	4
ACADEMIC AFFAIRS	6
POSITION SUMMARY	7
RESPONSIBILITIES	8
QUALIFICATIONS	8
HOW TO APPLY	9



Earlham College invites confidential inquiries, nominations, and applications for the position of Provost and Vice President for Academic Affairs.

[Earlham College](#) boasts a diverse student enrollment of 900 students hailing from 47 states and 54 countries, and is distinguished in the quality of its students, staff, and faculty. It is a Phi Beta Kappa institution, a Peace Corps Prep college, and one of the 40 Colleges That Change Lives. Since 1847, Earlham College has fostered a collaborative learning community that inspires and motivates students with transformative opportunities and experiences—so they can become catalysts for good in a changing world.

As the Chief Academic Officer, the College's Provost serves as the key architect, advocate, and representative of the College's academic program and faculty interests to both internal and external constituents. The Provost will build on Earlham's excellence in the classroom and strengths in international and experiential education while bridging traditional academic boundaries on campus and beyond. The Provost reports directly to [President Anne Houtman](#) and consults with the [Board of Trustees](#) on matters of educational policy, faculty recruitment, professional development, and retention.

ABOUT EARLHAM COLLEGE

Earlham was founded in 1847 by Indiana Quakers to foster education rooted in respect, integrity, peace, simplicity, and community. Today, the college still embodies those qualities and has consistently ranked among the top national liberal arts institutions in the country.

Located in Richmond, Indiana, Earlham's beautiful 800-acre campus includes the undergraduate College, the Earlham School of Religion (ESR) and Bethany Theological Seminary, the official seminary of the Church of the Brethren, a historic peace church like the Quakers. Nearly 600 of its acres are woods, streams, ponds, old fields, and prairie used for scientific research and recreation. Earlham possesses one of the highest endowments per student in the country. Since 1998, Earlham has expanded, renovated, and constructed major campus buildings – academic, residence halls and athletic facilities – representing an investment of over \$70 million.

Sustainability is a key value at Earlham, and the College is engaged in multiple efforts to balance the environmental, economic, and social impacts of campus operations. From recycling to energy conservation to intentional investment choices, these

efforts reflect collaboration among many different offices on campus to achieve Earlham's sustainability goals. Earlham's sustainability efforts are recognized with a silver rating by the international Sustainability Tracking, Assessment & Rating System (STARS).

Earlham is accredited, since 1913, by the Higher Learning Commission (HLC) of the North Central Association of Colleges and Schools. In 2014, Earlham received a full 10-year renewal of its accreditation.

MISSION

The mission of Earlham College is to provide the highest quality undergraduate education in the liberal arts, including the sciences, shaped by the distinctive perspectives of the Religious Society of Friends (Quakers).

VISION

Earlham is committed to a vision that promotes the centrality of teaching and learning. It intends to create an environment where innovative approaches to teaching and learning are developed and implemented.





ABOUT EARLHAM COLLEGE (CONT.)

STRATEGIC PRIORITIES

In this rapidly changing time, Earlham is operating under the following broad strategic goals. Each area of campus is developing initiatives in alignment with these goals.

- Recruit and retain a welcoming, diverse and inclusive community of faculty, staff and students.
- Build a financially sustainable path for Earlham.
- Improve student success and the student experience.
- Establish strong and enduring relationships on and off campus.
- Support ESR in expanding its impact through increased enrollment and sustainable financial practices.
- Achieve operational excellence through continuous improvement and assessment.

ACCOLADES

Earlham consistently ranks among *U.S. News and World Report's* top national liberal arts institutions, and the College has one of the nation's best classroom experiences, according to The Princeton Review. Beyond these rankings, many prestigious organizations — including the Rhodes Foundation, Fulbright U.S. Student Program, the Watson Foundation, and the Lilly Foundation — invest in Earlham's students, academic programs, and facilities.

- Earlham is one of the select 40 Colleges That Change Lives.
- *U.S. News & World Report* ranks Earlham 28th for “Best Undergraduate Teaching” and 29th for “Best Value” among the nation's top liberal arts colleges.
- *The Princeton Review* ranks Earlham in the nation's Top 20 for “Best Classroom Experience” among all liberal arts colleges.

- Earlham has produced two Rhodes Scholars in the last four years, including the first students to be selected for the scholarship from Afghanistan and the State of Palestine.
- Through the [EPIC Advantage](#), Earlham is one of the few institutions in the country to offer a funded internship, research experience, or project to every student before graduation.
- Earlham is a national leader in the percentage of students who earn advanced degrees, including the Ph.D., and is ranked in the 98th percentile among 1,533 institutions in the percentage of graduates who go on to receive a Ph.D.

RICHMOND, INDIANA

Located in Wayne County in eastern Indiana, Richmond is home to a population of 35,000. Richmond has been named the top small city in Indiana by the *Cities Journal* and has a rich heritage of music, culture, and architecture. Earlham College and the community enjoy a strong, mutually beneficial connection, with students participating in many local internships and service opportunities. Earlham's day-to-day operations contribute more than \$50 million toward the local economy each year. With nearly 400 employees, Earlham is one of the top 10 employers in Wayne County; Earlham employees are deeply involved in the community and often serve on the boards of local organizations and nonprofits.

Residents of Richmond and Wayne County enjoy a high quality of life. The area is home to excellent schools, deep history, a multitude of outdoor recreation opportunities, a year-round farmers' market, and a range of dining options from intimate bistros and quaint cafes to upscale restaurants and family-friendly eateries. Richmond is an easy drive to Indianapolis, Dayton, and Cincinnati.

ACADEMIC AFFAIRS

Earlham provides its undergraduate students with [more than 40 areas of study](#), a [3+1 education program](#) that results in a Master of Arts in Teaching, and [several graduate degrees at the Earlham School of Religion](#). In addition to these programs, Earlham also offers [applied minors](#) for students seeking to integrate their academics with other experiences, and [pre-professional programs in pre-engineering, pre-law and pre-health](#). Applied minors are distinctive programs based around a theme and allow students to make direct connections between academic interests and co-curricular activities. Each applied minor creates a space for students to integrate 4-6 academic courses, co-curricular work such as service or athletics, and a final project appropriate to the content. Through these programs, students become active, involved learners. In the last 10 years, Earlhamites have won 26 Fulbright awards, 13 Watson Fellowships, and two Rhodes Scholarships—some of the most prestigious awards available for international study and travel. More than 60 percent of Earlham students spend a semester or more studying abroad before graduation.

In accordance with its mission, the teaching-learning process at Earlham is shaped by a view of education as a process of awakening the “teacher within,” so that its students become lifelong learners. Students and faculty are encouraged to interact with each other as persons and to learn from each other in a cooperative community – particularly through collaborative student/faculty research, leading eighty-five percent of faculty to collaborate with students in their research. At Earlham College, this education is carried on with a global concern for improving human society by educating the leaders and change agents of the future. Therefore, Earlham stresses global education, peaceful resolution of conflict, equality of persons, and high ethical standards of personal conduct.

This mission-driven pedagogy requires selection of an outstanding and caring faculty committed to creating an open, cooperative learning environment, and the College provides for the continuous support and development of this faculty. With 111 full-time and 11 part-time faculty, the College has a student-faculty ratio of 9:1 and an average class size of 12. Ninety-five percent of faculty have terminal degrees in their fields.

Earlham’s signature academic and co-curricular program, the [EPIC Journey](#), is designed to help students connect their academic and personal passions with their professional and life goals. Combining a multi-disciplinary approach to addressing world problems,



EPIC is a four-year journey through the liberal arts that integrates excellent classroom experiences with transformative learning experiences, including research, study abroad, internships, and leadership development. This four-year scaffolded program is supported by six centers including the [Center for Entrepreneurship and Innovation](#), the [Center for Environmental Leadership](#), the [Center for Social Justice](#), the [Center for Global Health](#), the [Center for Global Education](#), and the [Center for Career Education](#). The EPIC Advantage guarantees that every Earlham student has the opportunity to participate in at least one funded, significant career-discerning experience, such as an internship or student-faculty research experience.

Earlham’s success in integrative and collaborative education are evident through student award-winning work and scholarly opportunities, including the following: Earlham students won the Hult Prize, the world’s largest student competition for social good, resulting in a \$1 million award in start-up capital for their [Magic Bus project](#); currently, Earlham students are working with an Indianapolis nonprofit to address Indiana’s soaring infant and maternal mortality rates; a group of students recently placed third in the national Up to Us campaign competition, which builds awareness and activism around the U.S. national debt.

For nearly 175 years, Earlham graduates have made a positive difference in their fields and the larger world. Among Earlham’s notable alumni are Margaret Hamilton ’58, a computer scientist who helped create the on-board flight software for NASA’s Apollo and Skylab missions and the Space Shuttle and who received the Presidential Medal of Freedom, the highest civilian honor in the United States; Michael C. Hall ’93, who won a Screen Actors Guild Award and a Golden Globe Award for his role in *Dexter*; Wendell Meredith Stanley ’26, a biochemist, virologist, and Nobel laureate; and Zitkála-Šá, who attended Earlham in the late 1890s and whose books were among the first works to bring traditional Native American stories to a widespread white English-speaking readership.



POSITION SUMMARY

The Provost and Vice President for Academic Affairs at Earlham College will have the opportunity to lead on several key initiatives, including:

WIDENING THE PATH TO AN EARLHAM EDUCATION:

The next Provost will work with the president and other cabinet officers to widen the path to an Earlham education and expand the breadth of the College's academic offerings while maintaining the College's well-recognized strengths in classroom teaching and learning.

LEAD AND ADVOCATE FOR STUDENT LEARNING:

Earlham is notable for the depth of its faculty's commitment to student learning, which is a key component of the institution's mission and value proposition to potential students. The College needs an innovative Provost who will lead in shaping the curriculum in ways that matter to students after graduation and appeal to prospective students and their families. This will involve an integrated approach to aligning students' academic, co-curricular, and professional pursuits. The Provost will lead the academic enterprise to find ways to keep what is precious within this extraordinary education and envision what needs to be created and developed for current and future Earlham students.

BUILD INNOVATION IN ALIGNMENT WITH INSTITUTIONAL STRENGTHS:

Earlham is also distinguished by robust faculty-led international and experiential opportunities for students, which are developed beyond the classroom as students are abroad as well as in the College's labs and field sites. More than sixty percent of Earlham students study abroad and twenty percent of students are international. The College's centers for Global Education and Career Education connects to a range of multidisciplinary programs with strong experiential components. The Provost will enhance undergraduate offerings related to these strengths, while also developing select graduate programs that are aligned with these priorities.

LEVERAGE OPPORTUNITIES IN A DISTINCT INSTITUTIONAL CULTURE AND CLIMATE:

In addition to the exceptional faculty, the Provost will partner with Earlham's leadership team, which is extremely collegial and committed to working across boundaries. The successful candidate will find ready partners in a cabinet that functions at a very high level in an environment rooted in mutual respect, the value of diversity, and consensus. At Earlham, the term faculty is used more broadly than at most institutions, and colleagues from across campus focus on how the College's students are going to learn and thrive.

RESPONSIBILITIES

Earlham's Provost will:

- Serve as the Chief Academic Officer and champion a robust liberal arts curriculum.
- Lead in advocating for, and implementing, institutional strategic objectives.
- Actively participate within Earlham's distinctive consensus government structure.
- Demonstrate genuine enthusiasm for faculty mentorship and possess a facility for the political and operational mechanics of academic administration.
- Embrace Earlham's mission and be comfortable representing all aspects of the College's ideals, vision, culture, and heritage.

Direct Reports:

- Senior Administrative Assistant to the Provost
- Senior Associate VP of Academic Affairs
- Associate Academic Dean for Faculty
- Associate Academic Dean for Students
- Executive Director of Institutional Effectiveness
- Director of Earlham College Libraries
- Director of the Joseph Moore Museum
- Director of the Graduate Programs in Education
- Registrar
- Undergraduate Teaching Faculty (111 teaching faculty)

QUALIFICATIONS

The Provost and Vice President for Academic Affairs must have:

- A terminal degree in their field and a record of teaching, research, and service eligible for appointment with tenure at the rank of full professor at Earlham College.
- Progressive experience in academic leadership, including experience as a dean of the faculty, provost, and or vice president for academic affairs, or with other leadership and supervision of instructional faculty and administrative personnel in higher education.
- Deep experience with teaching faculty hiring, tenure and promotion, both as having experienced (and having achieved) tenure and leading the process.
- Experience in academic budgeting, strategic planning, committee service, and institutional accreditation and assessment practices.
- A demonstrated commitment to fostering diversity, equity, and inclusion in higher education.



The ideal candidate should have:

- A commitment to outstanding classroom instruction and to the value of a liberal arts experience that aligns with Earlham's history of excellence in these areas, including international and experiential education.
- Demonstrated experience as an advocate for faculty and the ability to span traditional academic boundaries.
- A record of success in faculty recruiting and development, including recruiting and retention of faculty members from historically underrepresented groups.
- Confidence in public speaking, with a high degree of comfort in engaging with both academic and non-academic audiences.



HOW TO APPLY

Applications should consist of a substantial letter of interest, a curriculum vitae, and a list of five professional references with full contact information. No references will be contacted without the explicit permission of the candidate. Applications, nominations, and expressions of interest can be submitted electronically, and in confidence, to: EarlhamProvostVPAA@academicsearch.org

The position is open until filled but only applications received by Wednesday, March 20, 2024, can be assured full consideration. The college is being assisted by Academic Search. Confidential discussions about this opportunity may be arranged by contacting consultants Ann Hasselmo at Ann.Hasselmo@academicsearch.org, Steve Schutt at Steve.Schutt@academicsearch.org and Chris Butler at Chris.Butler@academicsearch.org. Further information about Earlham College is available at <https://earlham.edu/>.

Earlham College is an equal opportunity employer committed to building a diverse community, one that reflects the makeup of society at large and that particularly welcomes and supports individuals from groups that have been historically marginalized because of factors such as race, ethnicity, sex, gender identity, gender expression, sexual orientation, socioeconomic class, and physical ability. The College strongly encourages applications from women and people of color. As an institution with a Quaker identity, the College also solicits applications from members of the Religious Society of Friends (Quakers).

ABOUT ACADEMIC SEARCH

Academic Search is assisting Earlham College in this work. For more than four decades, Academic Search has offered executive search services to higher education institutions, associations, and related organizations. Academic Search was founded by higher education leaders on the principle that we provide the most value to partner institutions by combining best practices with our deep knowledge and experience. Our mission today is to enhance institutional capacity by providing outstanding executive recruitment services, executive coaching, and transition support, in partnership with our parent organization, the American Academic Leadership Institute.



Committed to IDENTIFYING
AND DEVELOPING LEADERS
by providing the highest
level of EXECUTIVE
SEARCH to our
higher education
partners.