



# THOMPSON RIVERS UNIVERSITY

The Provost and Vice-President Academic

## KEY OPPORTUNITIES AND CHALLENGES

Through consultation with the TRU community the following key priorities, opportunities and challenges have been identified by the search committee for the Provost and Vice-President Academic:

- Advance and support the Indigenization of TRU in scholarship, teaching and service
- Support a culture that values all of the educational opportunities that TRU offers, which enables its students to be the best they can possibly be and outstanding global citizens
- Foster an inclusive and supportive community that advances equity, diversity and inclusion by promoting intercultural and intersectional understanding within TRU's students, faculty and staff
- Ensure that TRU provides each student with rewarding and enriching learning experiences and fosters high-quality programs and services for students, consistent with the University's mission and strategic priorities
- Support student success by intentionally providing equity deserving support services to meet the different needs of TRU's diverse student body
- Support and nurture diverse modes of scholarship, research and program delivery, including the further development of graduate programs, consistent with the University's strategic priorities
- Foster, encourage and honour the University's deep commitment to collegial governance, [academic freedom](#) and sustainability
- Further community engagement; build, maintain and nurture excellent connections with local, regional, provincial, national and global stakeholders
- Continue developing TRU's leading role in Open Learning and open educational resources, and work to harmonize TRU's different modes of delivery to offer seamless learning opportunities that meet the needs of a diverse range of students
- Empower and inspire a strong and diverse team of leaders to advance the University's mission and strategic priorities



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## THE POSITION

The Provost and Vice-President Academic is the chief academic, operating, and budget officer for TRU. Working closely with the President and collaboratively as a senior member of the executive team, the Provost leads and supports the efforts of the deans, faculty, and staff to drive academic excellence across the institution in alignment with TRU's vision, mission, values, and strategic goals. The Provost is expected to promote, enhance, and be an advocate for the quality of the academic experience and the teaching, learning, and research environment of TRU's students, faculty and staff. The Provost also carries budgetary authority for the university and responsibility for the day-to-day operations attributed to the portfolio.

The Provost and Vice-President Academic reports to the President and provides strategic operational leadership to execute the vision, mission and strategic plan of TRU.

## Major Responsibilities

*To promote, develop and maintain high and ambitious standards of teaching, learning and research in all university activities, specifically:*

- Promotes excellence, innovation and collaboration research, teaching, distance and open education
- Facilitates the recruitment of outstanding students while ensuring that the university continues to be accessible for students interested in open-admission programs
- Provides leadership in the development, coordination and assessment of high-quality undergraduate, graduate and professional programs and services
- Supports deans and faculties to recruit, retain, develop and advance outstanding faculty members
- Advances a strong core for research at TRU including support for faculty members to be active in research and scholarship
- Ensures that the university recognizes the different needs of students from diverse cultural backgrounds, anticipates and responds to students' needs and maximizes the quality of the total student experience
- Provides leadership and support for key campus-wide learning and research initiatives including those related to Indigenization, decolonization and Truth and Reconciliation, with specific respect for Secwépemc world views and beliefs
- Promotes inclusion, equity and fairness throughout the academic and administrative units of the university
- Recruits, assesses, empowers and retains outstanding deans and other senior academic administrators
- Sets rigorous academic standards for tenure and promotion decisions
- Facilitates the development of services and library systems that support excellence in learning and research



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*To establish and foster effective relationships and collaborations – internally, locally, regionally, provincially, nationally and internationally, specifically:*

- Supports the President and serves collaboratively as a pillar of the university's senior leadership to ensure that the efforts of all portfolios are directed toward achieving the key goals of the university's vision, mission, and strategic plan
- Works closely with the President to develop processes and systems that encourage high standards of service and collaboration — in teaching and learning, in community service, and in research
- Demonstrates leadership and commitment to inclusion, valuing diversity and addressing systemic and structural barriers for key populations
- Fosters, encourages and honours the university's deep commitment to collegial governance
- Develops clear and effective channels of communications with and between academic units and across the university as a whole
- Collaborates with the Vice President Administration and Finance to ensure effective financial management and budget planning that is strongly aligned with the academic mission and strategic plan
- Supports TRU's commitment to knowledge exchange with local and global communities by facilitating interdisciplinary initiatives and effective research collaboration within and outside the university
- Works with the President to advance external partnerships, fundraising, government relations, and alumni engagement, deputizing for the president in the president's absence
- Participates actively in liaison and partnership with local, regional, national and international institutions and groups, including specifically Tk'emlups te Sécwepemc and other Secwépemc and Indigenous communities, as well as TRU's international partners
- Ensures responsiveness of programs and services to diverse and changing needs across all types of communities TRU serves
- Builds strong and communicative relationships with TRU Students' Union (TRUSU), TRU Faculty Association (TRUFA) and TRU Open Learning Faculty Association (TRUOLFA)
- Participates in educational councils provincially, federally and internationally, as well as professional organizations responsible for program accreditation, and work with other universities and relevant educational bodies to promote the highest standards in university education

*To provide effective administrative leadership, specifically:*

- Provides leadership to the entire university to align the allocation of resources (budget and space) with the academic mission and the university's strategic goals
- Oversees the development and monitoring of 5 year Faculty Strategic Plans
- Leads the development and implementation of the university's operating budget
- Ensures that the university is well-run and well-administered on a day-to-day basis, and that the appropriate people and resources are in place to support the academic enterprise
- Fosters strong and effective administrative teams in the provost's office and across academic units, aligned with university values and directions



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- Builds strong relationships, based on trust and mutual respect, with other senior leaders in the university, deans, faculty members, staff, and students
- Demonstrates the appropriate balance between broad strategic vision and precise attention to detail



## KEY RELATIONSHIPS

### Reports to:

- President

### Provides direction to:

- Associate Vice-President Academic
- Associate Vice-President International and CEO Global Operations (joint)
- Associate Vice-President Open Learning
- Associate Vice-President Research and Graduate Studies\*
- Associate Vice-President Strategic Enrolment Management and University Registrar
- Associate Vice-President and Dean, Faculty of Student Development
- Dean, Faculty of Adventure, Culinary Arts and Tourism
- Dean, Faculty of Arts
- Dean, Faculty of Education and Social Work
- Dean, Faculty of Law
- Dean, Faculty of Science
- Dean, School of Business and Economics
- Dean, School of Nursing
- Dean, School of Trades and Technology
- Executive Director, Office of Indigenous Education
- University Librarian
- Provost's administrative team
- Faculty and staff

### Interacts with:

- President, Vice-Presidents, Associate Vice-Presidents and other senior administrators
- Board of Governors
- Directors and Chairs
- Leaders of the Faculty, Staff and Student Associations
- TRU Senate
- Students, faculty and staff
- Government (First Nations, local, regional, provincial, federal) and government agencies
- First Nation, Métis and Inuit Councils and Institutions
- Provincial, national and/or international organizations
- TRU Students' Union
- Alumni
- Donors
- Colleagues at other institutions
- The Kamloops and Williams Lake communities

\*TRU is currently exploring the establishment of a new vice-president research position with whom the Provost will work collaboratively