

**Office of the Executive Vice President and Provost**  
**Information for Administrative Fellow Applications 2023-2024**

The Office of the Executive Vice President and Provost ([provost@psu.edu](mailto:provost@psu.edu)) is responsible for Penn State's academic units across all University colleges, schools, and campuses. The office oversees major academic support units, including Undergraduate Education, University Libraries, Information Technology Services, Educational Equity, Affirmative Action, Penn State Global, Online Education, and Faculty Affairs.

The Provost is routinely involved with strategic planning and institutional assessment, enrollment management, resource allocation, and facilities planning at all Penn State campuses. Priorities include assessing academic programs, encouraging greater engagement in teaching and learning processes, increasing multidisciplinary collaborations, building and sustaining links between research and teaching, advancing diversity, equity, and inclusion, and increasing interactions among representatives of Penn State's campuses and colleges.

The Executive Vice President and Provost is the University's chief academic officer and acts as chief executive officer in the absence of President Neeli Bendapudi.

To establish and maintain academic priorities, the Provost works closely with President Bendapudi and other University leaders, including vice presidents, vice provosts of major functional areas, the deans of academic colleges and other units, academic staff, the University Faculty Senate, and various committees.

The Provost also works closely with the University Board of Trustees and its Committee on Governance and Long-Range Planning and Committee on Academic Affairs and Student Life. In addition, the Provost engages with members of several external advisory groups and organizations, including the Big Ten Academic Alliance and the Association of American Universities.

An Administrative Fellow in the Office of the Executive Vice President and Provost will have opportunities to work on projects related to many facets of higher education, including academic leadership, research excellence, strategic planning, diversity, equity and inclusion, and the effects of technology on contemporary teaching and learning. The Fellow will also engage regularly with the Provost throughout the academic year.