




The UNIVERSITY of OKLAHOMA
Office of the Senior Vice President and Provost

MEMORANDUM

TO: Academic Deans, Directors, and Department Chairs, Norman Campus

FROM: André-Denis Wright
Senior Vice President and Provost 

CC: Dorothy Anderson, Vice President and Chief Human Resources Officer
Belinda Hyppolite, Vice President, Diversity, Equity, and Inclusion & Chief Diversity Officer
Christine Taylor, Institutional Equity Officer & Title IX Coordinator

DATE: October 3, 2022

SUBJECT: Faculty Job Postings Template

The hiring and retention of outstanding faculty members is foundational to the University's mission of teaching, research, and service. It is important that the faculty hiring process is fair, consistent across campuses and disciplines, equitable, and efficient. All candidates are entitled to expect that their application experiences will be free from discrimination.

In furtherance of meeting these important goals, both Norman and OU-HSC Offices of the Senior Vice President and Provost, in collaboration with Human Resources, have developed the attached faculty job posting template to ensure consistent formatting throughout the University.

Postings for all regular faculty positions will continue to be reviewed and approved by the Institutional Equity Office.

Additional information about the [regular faculty hiring search process](#) can be found on the Provost's Office website. If you have questions about the template, or other issues relating to hiring faculty, please contact Sarah Ellis, Vice Provost for Faculty (sjr@ou.edu).