

FACULTY FELLOWS PROGRAM

Faculty Fellow for University Assessment (Civic Literacy)

Civic Literacy Learning Outcome: *Students will apply civic knowledge, associated with historical structures of power, to self-discovery and responsibility to the community.*

General Responsibilities:

Under the general direction of the Coordinator of the Office of Assessment and Program Review (OAPR), the Faculty Fellow works with OAPR to provide leadership and support for the university assessment process. The Faculty Fellow advances and promotes a vision of academic assessment at CPP, and supports a culture of evidence, learning centeredness, and continuous improvement.

- Co-leads and completes a project pertaining to the assessment of the above-mentioned student learning outcome(s);
- Conducts outreach to faculty to strengthen awareness and engagement in institutional-level student learning outcomes assessment;
- Engages the campus community in continuous improvement through presentations and facilitated conversations on utilizing institutional-level assessment evidence;
- Leads working groups/ad hoc committees to develop the methodology for institutional-level assessment;
- Assists with IRB application, institutional rubric norming and scoring sessions for selected outcomes;
- Opportunity to present at professional conferences and/or develop articles for publication;
- Provides regular updates regarding university assessment processes to OAPR;
- Serves as ex-officio member of the Academic Assessment Committee (meets monthly);
- Participates in Office of Assessment and Program Review meetings (meets fortnightly).

Position: Ideally, this is a two-year commitment, as mutually agreed upon by OAPR and the Faculty Fellow.

2024-2025

- Refine the learning outcome(s) rubric, methodology and implementation for institutional-level assessment in collaboration with faculty working groups and committees;
- Conducts outreach to faculty to strengthen awareness and engagement in institutional-level assessment;
- Assists with IRB application;
- Leads institutional rubric norming and assessment scoring sessions for the selected outcome(s);
- Assists with writing the institutional report for the selected outcome(s).

2025-2026 (projected)

- Engages the campus community in continuous improvement through presentations and facilitated conversations, including college-level committees, on how to utilize institutional-level assessment evidence;
- Engages in closing-the-loop efforts to strengthen student performance of the selected student learning outcome(s).

Essential Qualifications:

- Full-time tenured/tenure-track faculty at CPP;
- Demonstrated experience with student learning outcomes assessment;
- Demonstrated record of collaborative and effective work with faculty and administrators;
- Ability to lead and direct people to achieve goals;
- Outstanding organizational, planning, and administrative skills; and
- Strong written and oral communication skills pertaining to assessment.

Compensation:

- Three (3) WTUs of reassigned time from teaching for the academic year (i.e., 1.5 WTUs per semester, excluding summer; approximately 4 hours per week for 30 weeks).
- Additional stipend in the preceding summer to kick start assessment work.
- Additional stipend available in the subsequent summer after Year 1 to lead assessment scoring.

Application:

- Personal statement outlining experiences with assessment of learning outcomes
- CV
- Due April 10, 2024 Application link: [Link](#)